

TERREBONNE HIGH SCHOOL  
7318 MAIN STREET  
HOUMA, LA. 70360

**STUDENT/ATHLETE HANDBOOK**  
**TIGER PRIDE**  
2011 -2012

Dear Parents:

The administration and coaching staff of Terrebonne High School are pleased and excited that your student wants to become a member of the Terrebonne High School athletic program. A number of procedures, rules and regulations must be followed in order for your student athlete to become a part of the athletic program. These procedures, rules and regulations are outlined in the following pages and will remain in effect while your child is a student at Terrebonne High School. Any major changes during that time will be provided in writing. It will not be necessary to sign each year unless there are changes.

Sincerely,

Graham Douglas  
Principal

Joe Clement  
Athletic Director



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**Any situation not covered in this handbook will be dealt with  
by a member of the administrative staff.**

## INTRODUCTION

Athletics at Terrebonne High School is an integral part of student and school life. The school holds the traditional belief that much can be learned about cooperation, competition, and character through athletic participation and it seeks to honor this commitment by sponsoring a variety of sports on all levels. These include football, volleyball, swimming, basketball, soccer, baseball, softball, tennis, golf, track, cheerleaders and Tigerettes. Terrebonne High School recognizes the differences in the skill levels of all of our students and has implemented junior varsity, and varsity programs in most of our major athletic teams. This will allow each student to improve his/her skills throughout their participation.

Athletics at Terrebonne High School reflects the school's goals and objectives for education for each student. We seek to provide an athletic program that is beneficial for all of our athletes and an athletic program that is beneficial for all individuals who participate.

Our athletic program has the following ideals:

- A solid moral and ethical code of conduct.
- Development of self-discipline and establishing team and personal goals for success.
- Development of pride, confidence, self respect in the team and school.
- Establishing appropriate physical and mental health habits to develop a successful athlete.
- Striving for academic excellence in each student-athlete.

### **Philosophy & Guidelines for Parents of Athletes**

The philosophy of the Terrebonne High School Athletic program is grounded in the belief that hard work, discipline, dedication and sacrifice are the cornerstones of success in athletics and should be a lesson every student learns before leaving high school. These cornerstones will provide the basis for future success in life. Participation in athletics provides an excellent opportunity where these valuable life lessons can be learned.

Besides athletic performance, our coaches, parents and various school staff are the backbone of any successful program. The purpose of this handbook is to provide all players and parents with essential information that will make their experiences at Terrebonne High School a positive one. It is also the goal of the Terrebonne High School Athletic Department to make all pertinent information available to the general public.

Thank you in advance for taking time to review this important information. Communication is the key to success.

## DISCIPLINARY GUIDELINES

Schools are to hold all students to a strict accountability for any disorderly conduct in school. Terrebonne Parish discipline regulations should be enforced and utilized in disciplining all students.

All students are encouraged to participate in extracurricular activities. Participation in these activities is a privilege extended by the school to those students that will represent the school and the school system. As such, all representatives of the school are expected to conduct themselves accordingly. School administration will remove any student from participation in extra-curricular activities when the student's actions are deemed inappropriate for representatives of the school and the school system.

School administrators and coaches will hold athletes accountable for the following types of inappropriate behavior (both in school and out of school) utilizing the accompanying consequences.

1. Failure to follow squad guidelines or duties  
suspension/probation/dismissal from the sport.
2. Failure to maintain academic standard.
3. Serious disciplinary infractions or repeated disciplinary infractions resulting in disciplinary action by school administrators (Alternative school, suspensions, or expulsion)– probation/dismissal from the sport or dismissal from the sport.
4. A student suspended for threatening behavior (verbal and/or physical) directed toward any Terrebonne Parish School Board employee– dismissal from all sports.
5. A student having a pending felony–dismissal from all sports
6. A student convicted of a felony–dismissal from all sports.
7. Students possessing or consuming alcohol or tobacco during the season or at any school function–probation/dismissal from the sport or dismissal from all sports.
8. Students violating Weapon Free or Drug Free Zones–school: expulsion.
9. Students receiving a second disqualification in a LHSAA contest **will not** be able to participate in any Terrebonne High School Athletics for the remaining school year.

10. Students will be held accountable according to the *Character Counts Policy*. See in this document

A student may not participate in practices or contest while serving an out of school suspension.

Athletes must complete proper documents for random drug screening prior to participation in any competition.

Athletes will be required to follow additional rules and guidelines established by the coach of his/her squad, as approved by the athletic director and principal. Violations of these rules will be handled at the discretion of the coach. In the case of repeated minor violation, insubordination, or severe violations, the student may be suspended from athletics for the year.

Students have the right to appeal. All appeals will be heard by the Athletic Review Board (ARB). The ARB shall be comprised of the athletic director, the head coach, the student's counselor, and a member of the administration.

### **CHARACTER COUNTS POLICY**

Athletes at Terrebonne High School are expected to be leaders and good citizens of the school community. Athletes should always display proper behavior and good citizenship in all school and extracurricular activities. The Athletic department will incorporate a policy that will enrich the school environment with positive student character and behavior. Each student/athlete will be dismissed on the 3rd suspension or the equivalent of 3 suspensions from a team and athletics for the remaining part of the school year. The chart below indicates the suspension equivalent:

2 After School Detentions = 1 suspension

1 TAPPS suspension = 1 suspension

Recommended for expulsion = Automatic removal from the team

Also, Students will **not** be allowed to participate or dress out in one varsity athletic competition following a suspension or suspension equivalent.

Students will be held accountable on the first day of school.

## TERREBONNE HIGH SCHOOL ATHLETIC DEPARTMENT RULES AND REGULATIONS

1-Students participating in extra-curricular activities are expected to uphold high moral standards on campus as well as off campus. Students who are in this category will be denied participation in athletic activities if they are arrested and convicted for any criminal acts. Suspension will be for a period of one year. A student athlete must complete a sports season in good standing before he can move on to practice or play in another sport this would include quitting, being kicked off or flunking off a team. Special situations may warrant a release to another sport: this can only be done with coach, athletic director and administrative approval.

2.-Student found to be involved with the possession, use, or distribution of drugs will be recommended for expulsion from school and will not be allowed to participate in any athletic activity for a period of one year.

3-Drinking of any alcoholic beverages on school grounds or sponsored trips will result in suspension or recommended for expulsion from and athletic activity engaged in at the time. This will be for the remainder of the season.

4-All students issued school equipment will be required to sign for what they receive. Damaged equipment will have to return before new equipment is issued. Students failing to return equipment within one week after a season is over will be denied the right to participate in any athletic activities. Also, student who quit during the season will be given one week to turn in equipment. Failure to do so may result in a school disciplinary action.

5-Individuals caught **stealing** from their fellow students will be suspended from school and dismissed from the sport engaged in at the time. Students may be referred to law enforcement for theft.

**6-TARDIES TO SCHOOL**-In order to participate in a practice or game competition, a student must have reported to school by the end of lunch period. If a student should be tardy or for any reason come to school late, he **must** report to the office in order to participate in a practice or play in

a competition. If he has a doctor's excuse or a dental excuse, he must present this for eligibility. Exceptions must be granted by the principal.

**7-MISSING REQUIRED PRACTICES**-The head coaches will be the only individuals who will grant permission to miss practice. For the practice to be excused, athletes will have to contact the head coach before practice begins. Missing practice may result in doing extra work assigned by coaches.

**8-EVERYDAY DISCIPLINE PROBLEMS**-Students who are members of sports team and are constant discipline problems on campus or in the classroom may not be allowed to participate in sport activities. Students will be held accountable under the Terrebonne Parish Board rules, and the Terrebonne High School Athletic Department rules which includes the Character Counts Policy (See page 5).

**9-Transfer students from our home domicile**-Transfer students from Vandebilt Catholic High School and Houma Christian High School can not play for (1) one calendar year. These students can practice with the team, but cannot dress in uniform or compete.

## **RESPONSIBILITIES OF OUR ATHLETES**

### **CONDUCT IN SCHOOL**

Terrebonne High athletes are to show courtesy, respect, and TIGER PRIDE in their school. Academics should always take precedence over athletics.

### **CONDUCT ON THE PLAYING FIELD OR COURT**

Good sportsmanship is not just expected, IT IS REQUIRED!!!! Poor sportsmanship (foul language, fighting, personal fouls, etc.) will result in removal from the game(s) and/or team. You may even incur consequences from the school for such behavior.

### **CONDUCT OFF THE FIELD**

Terrebonne High athletes are to demonstrate courtesy, honesty, respect, and pride in their school at all times. Misconduct off the playing field can result in either temporary or permanent suspension from the team. Any major infractions outside of school (arrest, witnessed socially unacceptable behavior, etc.) could lead to the dismissal from any athletic team.

## **TEAM RULES AND PENALTIES**

In addition to the aforementioned rules, policies and guidelines, individual coaches shall set and publish team rules and penalties, which will be distributed to athletes and parents/guardians. Team rules and penalties must be approved by the Athletic Directors, district & school administration and will be presented to the athletes at the beginning of the season. Team rules will be on file in the athletic office.

## **ADDRESSING CONCERNS: (Parents & Students)**

### **CHAIN OF COMMAND**

1. Athletes should talk directly with the coach. This should always be the first step.
2. Parents – After the athlete has spoken with the coach and you feel further clarification is needed, please then contact the coach to discuss the issue.
3. Athletic Director – If after meeting with the coach and the issue has not been resolved, the Athletic Director should be contacted.
4. Assistant Principal – If the issue is still has not been resolved, contact the Assistant Principal in charge of athletics.
5. Principal.
6. Supervisor of Secondary Education

### **PARENTS CAN EXPECT COACHES TO COMMUNICATE**

- Expectations for the athlete and team.
- Locations and times of all practices and contests.
- Team requirements: i.e., practices, special equipment, out of season conditioning, etc.
- Procedure followed should your child be injured during participation.
- Team rules and procedures.
- Discipline and/or consequences that may result from various incidents during the season.

### **APPROPRIATE CONCERNS TO DISCUSS WITH COACHES:**

- The treatment of athletes mentally and physically.
- Ways to help your child to improve.
- Concerns about your child's behavior.

## **ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES:**

- Playing time
- Team strategy
- Play calling
- Other student athletes

## **Parental Involvement in sporting events and athletics**

### **Sportsmanship**

Treat others as you would want to be treated and exhibit the qualities of fairness, courtesy and grace in winning and defeat. This is not about not doing certain things at contests; it is about doing those things which reinforce the concept of educational athletics. Cheer for your team, respect the opponents and officials, make all involved feel like guest in your home.

### **Goals for sportsmanship**

- Developing a sense of dignity under all circumstances
- Respecting the rules of the game
- Respecting the officials who administer the rules
- Respecting the opponents
- Acknowledging opponent's efforts to do their best
- Refraining from disrespectful behavior

Your actions and reaction to situations can have a significant impact not only on your child but the program. Your responsibility to your child and the school needs to reflect careful consideration of the possible consequences of your actions.

### **Parents & Officials**

- We do not hire poor officials
- All people can have a bad day – we all make mistakes
- Officials do what they do because they love to be involved with sports and kids
- When something happens you disagree with remember that the official has a better view than you. Take a deep breath and sit back before opening your mouth to say something which may embarrass you, your child, and the school.

## **Guidelines for you and your child**

- Be realistic about your child's ability
- Be a positive motivator
- Don't be envious of other athletes' ability or skill
- The coach sees all the athletes at practice every day, in competitive drills, etc. They know the abilities at this stage of development, not how good someone was in the past...
- Emphasize commitment to the program
- Never sacrifice academics for athletics
- Be a good role model for your child
- Encourage good decision making
- Encourage your child to be a leader. All team members have leadership responsibilities
- Do not degrade the coach or his staff– all of us make mistakes, including coaches

## **The 24 Hour Rule**

This rule applies to parent coach interactions. If something is bothering you about your child's status on a team, etc., give yourself 24 hours before you contact the coach (Never contact a coach after a contest). The time away from the situation will give you a chance to search for perspective that may give you a new way to look at the circumstances. Discussion with the coach will be much more meaningful with two calm adults sharing their thoughts about someone they both are trying to reach adulthood.

If necessary, further contact/discussion can be made to the Athletic Director

## **ATHLETIC FACILITIES RULES**

- Coaches are responsible for the supervision and security of the training room at all times
- Training Room– Not a meeting place. Only those athletes who are there for a specific reason are allowed to enter
- Athletes are not allowed to get training room supplies or keep them in their lockers or equipment bags
- Athletes are responsible for making sure both the locker room and facility are clean after practices and contests – Coaches will assign duties and supervise the cleaning of these areas
- Athletes are not allowed in the coaches office unless given permission
- No one is allowed in the gym or weight room unless a coach or staff member is present

- Athletes should not bring large sums of money electronic devices (i.e. cell phones, I-Pods), or valuable items to school and they should lock their lockers during practices and games. It is an unfortunate fact that theft does occur. Precautions should be taken at all times.

### **AWARDS/LETTERING**

Each head coach establishes requirements for team awards and lettering requirements. Athletes will receive in writing at the start of the season the requirements for lettering and the earning of other awards. Athletes must complete the entire season in good standing and follow all team, school and LHSAA policies to be eligible for awards. At the conclusion of each season, athletes who finish in good standing will be eligible and invited to an awards presentation.

### **AWARD CEREMONIES**

The Athletic Director will be responsible for planning the Award Ceremony. The Terrebonne High School's Athletic Booster Club will handle the costs of ALL awards. The Athletic Director will determine the dress and grooming expectations for their athletes attending the award ceremony.

### **MULTIPLE SPORTS/ACTIVITIES**

Terrebonne High School believes that a student should be able to do as many different sports / activities as they are able to handle.

A sport / activity in season will take precedence over an out-of-season sport / activity.

If an athlete is a member of two in-season sports / activities, the coaches / sponsors should mutually agree upon practice time for the athlete. Contest will take precedence over practice in this case.

Any conflicts between coaches / sponsors that can't be settled between the two will be settled by the Athletic Directors and the Assistant Principal / Principal in charge of athletics.

### **QUITTING A SPORT/ACTIVITIES**

Any student that wishes to quit a team must talk to the coach, report the situation to the Athletic Director, and check all equipment in with the coach or athletic department. Parents are encouraged to be active and supportive during this process.

Any student quitting any sport may not participate in another sport/activity, including practices, and post season playoffs during the same season until

acknowledgment is given to the head coaches/sponsors of the two sports involves and approval granted by an administrator.

Any student quitting a team cannot return to that team during that season without meeting the requirements of an administrator and coach of that team (i.e. team rules, team penalties, etc.).

### **TRAVELING**

When traveling to an “away” contest, students must be aware of the following:

Students must be in school at least 2 class periods that day to participate. Students are required to ride the bus to and from all athletic events and practices. Parents may take their own son/daughter home if they notify the coach in person.

Students are not allowed to ride in their own vehicles to and from away contest or practices unless authorized by the school athletic director.

### **TEAM PICTURES**

Team pictures will be taken at the beginning of each sport season. The Head Coaches are responsible for setting up dates and times with the photographer and handing out picture packets to the athletes.

### **TRYOUTS**

A coach / sponsor will establish guidelines and procedures for trying out for their team / activity. In the guidelines they will stipulate the criteria for making the team and the procedures in place to make sure that the tryouts are fair for everyone involved. The coach / sponsor will submit their guidelines to the school Athletic Directors for approval. Once approved, the coach will distribute the policies and procedures to all of the students who wish to try out for their sport / activity. A copy of the guidelines will be on file in the athletic office and the district.

### **UNIFORMS**

A student-athlete shall be totally responsible for any uniform, practice gear, jacket, etc. issued to him/her by the Terrebonne High School Athletic Department. He/She shall reimburse the Athletic Department for any lost, damaged or stolen equipment.

All uniforms will be worn as designed. Shorts and any other bottoms will be worn around the waist; wearing pants below the waist will not be tolerated and could lead to removal from the contest or practice by a coach or an administrator. Alterations will not be allowed to the uniform.

The student- athlete shall be responsible for returning all issued equipment/apparel to the appropriate coach. Upon completion of the season or termination (for any reason) from the team, the student is responsible to turn in the uniform/equipment **within one week**

A student-athlete may not receive any awards until his/her responsibility toward issued equipment/uniform has been met.

### **PERMISSION FORM**

A student must have the consent of his/her parent or guardian to participate in school sports on a competitive basis with other schools. **The parent and guardian will need to give consent only once during the time a student is in attendance at Terrebonne High School. After consent is given, a parent or guardian still has the right to withdraw permission at any time.**

### **PHYSICAL EXAMINATION FORMS**

In order to participate in a competitive sport, a student must complete a physical examination. **The student must furnish Terrebonne High School a medical statement from his/her physician before he begins practice.** To obtain a copy of the physical examination form, see <http://schools.tpsd.org/thhs/sports.htm>

### **ELIGIBILITY RULES**

1. A player must be a bona fide pupil of Terrebonne High School. He must attend school regularly and carry a minimum of four subjects, unless he has as many as 17 units.
2. A player becomes ineligible for participating in interscholastic athletics if he/she has reached his/her nineteenth (19<sup>th</sup>) birthday before September 1<sup>st</sup>, of the school year. If he becomes nineteen (19) on or after September 1, he is eligible for the remainder of the school year.
3. A birth certificate is required of all students who take part in high school athletics on the varsity team in all sports. **(NOTE: BAPTISMAL CERTIFICATES ARE NOT ACCEPTED AS BIRTH CERTIFICATES.)**
4. To be eligible under the scholastic rule, all students in high school subjects (Grades 9-12) must meet the requirements.
5. All student athletes must have a 1.5 grade point average and pass 5 out of 8 subjects to compete.

6. Senior athletes with:
  - ✚ 17 to 18.5 units must take and pass 5 subjects.
  - ✚ 19 or 19.5 units and taking 4 or 5 subjects they must pass 4, and while taking 6 or more subjects they must pass 5.
  - ✚ 20 or more units and taking 3 or 4 subjects they must pass 3: taking 5 they must pass 4, and with 6 or more subjects they must pass 5. All of the previous scenarios must take place with a minimum 1.5 average.
7. Student athletes must meet all LHSAA requirements. To determine athletic eligibility, any subjects in the first semester are doubled. For example: 3 subjects taken times 2 equals 6 subjects taken, and 2.5 subjects passed times 2 equals 5 subjects passed.
8. If a student has not enrolled in the first eleven days of the school semester, he is ineligible to participate during the first 30 days of that semester.
9. No student who enrolls in one high school and later transfers to or enrolls in another school shall be eligible to represent the latter school in any athletic contest. NOTE: A player shall be considered enrolled in a high school when he has enrolled and attended any class in that school.
10. A student who signs a contract to participate in athletics for pay is ineligible for further high school athletics. A college grant-and-aid is accepted. A student who has participated using a false name is ineligible.
11. A student shall not be permitted to take part in any branch of athletics not sponsored by the school while he is a member of a school team or squad in that same sport. This includes Babe Ruth Baseball and Independent Basketball, or any other branch of independent athletics not sponsored by the school.
12. No student shall be eligible to represent his school in interscholastic athletics or practice unless there is on file in the school a physician's statement for the current year certifying that the pupil has passed an adequate physical examination and that in the opinion of the examining physician, he is fully able to participate in high school athletics.

## **STUDENT ACCIDENT INSURANCE “SCHOOL TIME COVERAGE”**

Terrebonne Parish School Board has purchased “School Time” Student Accident Insurance, with a \$25,000 limit, covering all students in the parish during school sponsored and supervised activities. This includes athletics, extracurricular, clubs, field trips, camps, etc.

The policy is an “excess” policy in that eligible expenses will be paid in excess of other valid and collectible insurance. **The parent must submit a claim first to his/her own insurance.** When an explanation of benefits is received from their insurance, it should be forwarded along with a claim form to the school insurance company.

If the student is not covered by any other insurance (including Medicare/Medicaid), the excess provision shall not apply, and benefits are payable to the limits of the policy. Parent or guardian is **subject to a \$100 deductible.**

Coverage is written to pay claims based on “usual and Reasonable Expenses” for treatment which is medically necessary and incurred within 90 days of the accident and up to 3 years following the accident.

Claim forms shall be on file at each school and should be provided to the parent as required. **Each coach of the injured student is to provide him/her with signed claim form.** Parents are to be instructed to submit the claim form to the address located at the top left-hand corner of the claim form. **It is suggested that parents retain a copy of all items submitted.**

**The Terrebonne Parish School Board carries Catastrophic Insurance** on all athletes and including cheerleaders, drill team and band coverage beyond \$25,000. Please contact Terrebonne High School if there are questions concerning insurance.

# TERREBONNE HIGH SCHOOL ATHLETICS

## Athletic Responsibility Acknowledgment

As a Terrebonne High School student participating voluntarily in interscholastic athletics, I understand that during the school year I will:

1. Abide by all rules under Terrebonne High School's Athletic Code of Conduct, rules of the school, follow all of the guidelines set forth by the LHSAA, and abide by all of the laws of the State of Louisiana.
2. Conduct myself in an exemplary manner that will not bring discredit to me, my family, my team, my school or my community.
3. Be responsible for all athletic equipment issued to me throughout the year; I will return such equipment at the conclusion of the season or at the termination from any team and pay the current replacement cost for any issued uniform or equipment that is not returned.
4. I will wear my uniform as designed. I acknowledge the fact that I am representing my school, my family, my community and myself; I will not embarrass any of them.

Participation interscholastic athletics is a privilege, not a right. As an athlete, I am an ambassador of my school and my behavior will reflect this at all times. I will conduct myself with class and dignity, in victory and defeat, and practice good sportsmanship in athletic competition. I also understand that Academics takes precedence over Athletics at all times.

I have read, either from the school's web site or from a hard copy, and understand Terrebonne High School's Athletic Code and the team rules provided by the coach. I understand that if I violate any of these rules, guidelines, an/or expectations, that I am subject to disciplinary measures and/or dismissal from any respective team. I am also **subject** to the **Character Counts Policy** (See page 5) at Terrebonne High School.

\_\_\_\_\_ *Place your Initials* – I acknowledge that I'm subject to the Character Counts Policy of Terrebonne High School

The signature form **must** be turned into the coach before the season start date by the LHSAA. I understand that I am restricted from participating in any athletic competition and practices until this form is on file. Unless the Terrebonne High School Athletic Department receives notification, this signature form is valid for the three or four years of enrollment of each student-athlete.

Student: _____	_____	_____
Print Name	Signature	Date
Parent/Guardian: _____	_____	_____
Print Name	Signature	Date