

The Woodlands High School

Highlander Speed: Cross Country and Track & Field Policy

Dear Student Athletes and Parents,

The following are the guidelines we will use for the Highlander Cross Country and Track & Field Teams. It is necessary for every athlete to understand and observe these requirements since they will help create team unity and ensure good communication between the team members, coaches, and parents. These requirements, along with the CISD Student Code of Conduct and the TWHS & TWHS 9th Grade Campus Student Handbook, apply to ALL members of the Cross Country and Track & Field Teams, both in and out of season.

I. Eligibility

A medical physical (updated yearly) must be on file with the coaches and trainer. These are due the first week of summer training and/or the first week of school if the student athlete did not train with the team during the summer. These must be completed on the appropriate CISD physical form and cannot be dated earlier than May of the prior year. All online forms (Rank One) must be completed also.

Student athletes must maintain grades above 70% in ALL classes to be eligible to participate in any athletic program. It is our expectation that all of our student/athletes will devote the time and attention necessary to be successful academically.

Consistent ineligibility through the 1st or 2nd semester will result in dismissal from the class.

II. Behavior Expectations/Attitude

Athletes in the Highlander XC/T&F program are expected to consistently demonstrate positive, respectful, and team-oriented behavior throughout the year. This expectation applies in all settings, including classrooms, hallways, buses, practices, meets, and the community. Respect and tolerance towards all individuals—athletes, coaches, officials, teachers, bus drivers, students, parents, and fans—are mandatory.

Student-athletes are also required to maintain a positive attitude year-round, regardless of team placement or other concerns. Acts of defiance or disrespect will not be accepted.

Violations of this policy may result in consequences such as reprimands, additional conditioning, meet suspensions, behavioral contracts, removal from the XC/T&F class, or dismissal from the entire program.

III. Phone/Electronic Devices

Phones and electronic devices have become a common part of campus life, but managing their use is a challenging task. In athletic locker rooms, the use of phones or any recording devices must be handled with responsibility. Under no circumstances should a student be caught filming or taking pictures in the locker room, which includes posting on social media.

Any violation of this rule will result in immediate notification of CISD police, TWHS administration, and severe team consequences, including dismissal from the team.

Additionally, phones, iPods, and listening devices are not permitted during warmups, practices, in the weight room, or at any team activity unless authorized by the coaches. It is crucial for athletes to hear instructions for their safety and to create a productive learning environment. Devices may be kept in an athlete's bag but must not be used or worn during training.

IV. Work Ethic/"Coach-ability"

Highlander XC/T&F team members are expected to participate in the program with commitment, focus, and desire. Athletes are expected to learn and be "coach-able," to assimilate instructions and be mature enough to accept constructive criticism. This includes all areas of training. Consequences for violation are the same as described in Section II.

TWHS Highlander Speed Policies (XC/Trk)

V. Attendance Expectations

Attendance at practice is essential for success, and athletes are expected to attend all scheduled practices—whether before, during, or after school. Punctuality is required, and athletes should come prepared with appropriate workout gear, including shorts, T-shirts, socks, running shoes, flats, spikes, etc. The school's tardy policy will be strictly enforced during school hours, and athletes should allow enough time to travel from class to the locker room. Practice schedules may change throughout the season, which can include early mornings, late evenings, and/or weekend sessions.

If you are absent or know you will be absent from practice due to illness or unavoidable circumstances, you must notify Coach Green or an Assistant Coach as soon as possible (email: jurgreen@conroeisd.net or call 936-709-1031). It's important that we are informed of absences so we can adjust our plans accordingly, especially during the season.

Missed practices may result in being withheld from the next meet. Additionally, during the season, each missed practice will result in a deduction of approximately 5% from your grade. Frequent absences will lead to removal from the team.

****If for any reason you will be absent on a meet day (due to emergency or unexpected illness) you MUST notify Coach Green via phone as soon as possible (cell: 936-689-1929). It is not acceptable to just "tell a friend;" you MUST contact Coach Green verbally. If no excuse or prior notice is given, consequences (see Section II) will occur.**

VI. Injury/Illness/Training Room

If an athlete is ill or injured, a doctor's or parent's note—signed and including the phone number, date, and reason—must be provided to both the coach and the training room. However, athletes are still expected to dress in appropriate workout attire and attend all practices to earn their full daily grade. Failing to dress out, even if legitimately injured or sick, will result in grade deductions. If an athlete needs to see the trainer, they must first check in with their coach and then sign in with the trainer.

TWHS is fortunate to have highly skilled professional athletic trainers on staff, as well as an orthopedic doctor who visits weekly. We recommend that athletes with injuries see our training staff first for evaluation and a recovery plan. If a doctor visit is necessary, the athlete must bring a note to the training room outlining the injury or illness, any rehabilitation or medication instructions, and the athlete's expected return date. Additionally, a doctor's note clearing the athlete is required before they can return to practice. These forms are available in the training room.

VII. Uniforms/Equipment/Facilities

Uniforms/Equipment: It is the athlete's responsibility to keep up with their issued clothing and equipment at ALL times. We are not responsible for stolen or lost items! It is each athlete's responsibility to keep up with their equipment, whether at school or at a meet. Each issued item is to be returned at the end of the season- clean and undamaged.

ATHLETES & PARENTS WILL BE HELD FINANCIALLY RESPONSIBLE FOR ALL ARTICLES ISSUED! (Replacement costs for damaged or missing items ranges from \$50-\$120 per item)

Facilities: All athletes are to respect the facilities provided for them, whether at TWHS, TWHS 9th, or another school or facility. Athletes are expected to clean up after themselves, throw away their trash, place wet towels and dirty clothes in the hamper or take dirty clothes home to wash.

Each Athlete is issued a locker and is EXPECTED TO USE IT. Remember- CISD, TWHS, TWHS 9th, nor any coach is responsible for stolen items. Any valuables that do not fit in your locker and are left out, are not the schools' liability and are left out at their own risk. You may keep these items in Coach Green's office during practice time, or take them out to the workout area (whether it be the track, turf, or field) with you. However, those areas are not 'completely' secure.

VIII. Dress Code

All athletes are required to wear appropriate workout attire for practice, including shorts, a T-shirt, and running shoes. During colder weather, athletes must bring suitable athletic tops and bottoms that provide warmth while still allowing for effective training.

Any violation of this dress code will result in the same consequences outlined in Section II.

IX. Grading Procedure

Athletes will be given a numerical grade at the end of each 3 weeks progress reporting time and a permanent semester numerical grade at the conclusion of the semester. The TWHS & TWHS 9th athletic policy allows coaches to assign weekly grades based on participation and dress guidelines. Failure to turn in required paperwork, participate in class, attend practices, or dress in appropriate attire may result in weekly point deductions.

X. Drug/Alcohol/Tobacco/Hazing/Cheating/Truancy/ & Behavior Problems (No Tolerance!) Throughout their athletic career, athletes are strictly prohibited from possessing, using, consuming, distributing, purchasing, or selling any amount of alcohol, tobacco, drugs, illegal drug paraphernalia, or controlled substances.

Consequences for minor violations may include extra conditioning, meet suspensions, and/or suspension from the cross country and track & field program, in addition to any penalties outlined in the TWHS student handbook.

The general policy for the Highlander XC and T&F program regarding drug, alcohol, tobacco use, hazing, truancy, and behavioral issues is as follows:

- A **Minor in Possession (MIP)** offense will result in a minimum of 2-meet suspension and additional conditioning workouts. A second offense within the same year will lead to removal from the team.
- Proof of alcohol consumption or illicit drug possession may result in a 5-meet suspension, 15 hours of community service, and/or removal from the team.
- Hazing, cheating, truancy, or other behavior violations will carry the same consequences as an MIP and may also result in removal from the team.

XI. Theft

In the event of theft, robbery, or the unlawful possession of someone else's property, the athlete will be immediately removed from the team. Opportunities to rejoin the team may be considered after restitution is made and all school disciplinary actions are completed.

XII. Bullying

We are committed to providing a safe, positive, and respectful environment for all team members. Bullying in any form—physical, verbal, emotional, or online—will not be tolerated. All team members are expected to:

1. **Treat Everyone with Respect**
Every player, coach, and staff member should be treated with dignity, kindness, and fairness at all times. Bullying, harassment, or discrimination based on race, gender, ability, or any other personal characteristic is strictly prohibited.
2. **Report Bullying**
Any member of the team who experiences or witnesses bullying should report it immediately to a coach or designated team leader. All reports will be handled confidentially and taken seriously.
3. **Zero Tolerance**
Acts of bullying will result in disciplinary action, including but not limited to suspension or removal from the team. Continuous violations will be addressed with appropriate consequences.
4. **Supportive Environment**
We encourage teamwork, communication, and positive reinforcement among all members. Coaches and staff are responsible for

promoting a culture of inclusiveness and sportsmanship.

XIII. Sexual Harassment

Our team is committed to fostering a respectful and safe environment for all members. Sexual harassment in any form, as well as violations of privacy, will not be tolerated. This policy applies to all athletes, coaches, staff, and any affiliated personnel during team activities.

1. Definition of Sexual Harassment

Sexual harassment includes unwanted or inappropriate comments, advances, or physical contact of a sexual nature. This also includes:

- Verbal remarks (sexual jokes, comments about someone's body, inappropriate discussions)
- Non-verbal actions (gestures, looks, sharing inappropriate content)
- Physical behavior (unwanted touching, advances, or any form of sexual contact)

2. No Photography or Recording in Private Areas

To protect the privacy of all team members, no photos, videos, or recordings are allowed in private spaces, including but not limited to:

- Locker rooms
- Showers
- Bathrooms
- Hotel rooms during team travel
- Buses and other team transportation

Any violations, including taking or sharing unauthorized images or recordings, will result in immediate disciplinary action.

3. Reporting Sexual Harassment

Any team member who experiences or witnesses sexual harassment or a violation of privacy should report the incident to a coach, team leader, or designated team representative. All reports will be taken seriously and handled with discretion. Retaliation against individuals who report harassment is strictly prohibited.

4. Consequences

Any individual found to be in violation of this policy will face disciplinary actions, which may include:

- Suspension or removal from the team
- Legal action, if necessary
- Further consequences as determined by the team or governing body

5. Creating a Respectful Environment

We are dedicated to promoting a culture of respect, equality, and professionalism. Coaches and staff are expected to model these behaviors and enforce this policy to ensure a safe environment for all.

XIV. Team Placement

The Highlander Track & Field and XC programs are divided into three teams: Freshman, Junior Varsity, and Varsity. For Boys and for Girls, Junior Varsity and Varsity, there is no Freshmen Division in the girls. It is the coaches' decision as to what team an athlete will compete. Seniors are not automatically placed on the Varsity level. Team placement is ultimately the coaches' decision and will be based not only on work ethic and "coach-ability," but also on where we see an athlete as being most valuable team-wise. Team placements are subject to change week by week and are not guaranteed.

XV. Citizenship

Citizenship in the context of our athletic community is a cornerstone of our values, reflecting a commitment to fostering an inclusive and respectful environment. We expect all our athletes to embody the principles of good sportsmanship and treat others with dignity and kindness. This includes refraining from engaging in any form of hate speech, discrimination, or disrespectful behavior. As proud members of TWHS community, we recognize that our actions extend beyond the track or field. Upholding the ideals of citizenship means actively promoting a culture of positivity, hard work, inclusivity, understanding, and teamwork. It is incumbent upon each individual to contribute to the collective spirit of Highlander Speed in a positive way. We want to demonstrate not only skill and prowess but also exemplary character. Through the lens of citizenship, we aim to create an atmosphere where everyone feels valued and respected, regardless of differences. In embracing this ethos, we build a foundation that transcends competition, fostering lasting connections and a shared sense of belonging among all participants.

XVI. Grievance Procedure

Should an athlete have a complaint or issue regarding practice, teammates, coaches or any other team related issue during the year, she/he is expected to discuss the issue with the event coach first. It is highly suggested that an athlete speak with TWHS Highlander Speed Policies (XC/Trk)

their coach first before involving their parents. If a problem or grievance still persists, the parent should contact the coach, and then set up a conference if appropriate. If there is still no resolution, a meeting will be set up with the head coach, student-athlete, parents, and assistant athletic director. The following is the order in which grievances are heard: event coach, head coach, assistant athletic director, athletic director, Principal.

I have read, understand, and agree to the above rules and regulations of The Woodlands XC and T&F programs. By signing this agreement, I will abide by these rules.

_____ Athlete name (Print)	_____ Athlete Signature	_____ Date
_____ Parent Name (Print)	_____ Parent Signature	_____ Date