

Byron Nelson High School Sports Medicine



Student Athletic Training Handbook

Mission Statement

The Byron Nelson Athletic Training Program aims to support the development of well-rounded students by introducing them to the athletic training profession. Through this program, student athletic trainers will develop both sports medicine-specific skills and essential life skills, including responsibility, communication, and leadership. The skills developed in this program extend beyond the athletic training room, preparing students for success in higher education, healthcare, and professional environments.

What We Expect From Student Athletic Trainers

Participation in this program is both an honor and a responsibility. Students who join are committing to a standard that reflects not only on themselves but on the program and school as a whole. The following expectations represent the overall standards of the Byron Nelson Athletic Training Program. These expectations describe the habits, behaviors, and mindset students are expected to demonstrate consistently as members of the program.

- Arrive on time and prepared for all assigned responsibilities
- Communicate clearly and respectfully with staff and teammates
- Remain engaged and take initiative during practices and games
- Maintain a positive, professional, and coachable attitude
- Support teammates and contribute to a respectful, team-focused environment
- Take ownership of their responsibilities and personal growth within the program

Student Athletic Trainer Responsibilities

Student athletic trainers are required to follow all policies outlined in the Athletic Training Student Handbook, the Northwest ISD Athletics Handbook, and the NISD Student Handbook and Code of Conduct. These responsibilities are enforceable and directly connected to the program's accountability system.

Students must professionally conduct themselves at all times, including in the classroom, during practices and games, while traveling, and on social media. As representatives of the Byron Nelson Athletic Training Program, students are expected to uphold the standards of the school and athletic department.

Student athletic trainers are expected to follow all directions provided by the athletic training staff and coaching staff. Respect toward staff, peers, athletes, and school personnel is required at all times.

Students must work within their level of training and demonstrated competency. Any skill that has not been formally taught or approved by the athletic training staff must not be performed independently. Students are expected to ask questions and seek clarification when necessary.

All student athletic trainers are required to maintain confidentiality regarding athlete injuries, treatment, and medical information. This information may not be shared outside of the athletic training staff. The use of electronic devices to record or photograph medical treatment is strictly prohibited. Maintaining confidentiality is not only a program expectation but a foundational principle of healthcare and a skill students will carry throughout their lives.

Students are responsible for completing all assigned duties during practices, games, and instructional time. Responsibilities must be completed thoroughly, promptly, and to the best of their abilities.

The use of cell phones and earbuds is not permitted during practice, games, and instructional time. If a student needs to address an emergency, they are asked to discreetly step away from their duties, handle the situation as quickly as possible, and notify the athletic training staff of why they are stepping away.

Disciplinary Actions & Accountability System

The Byron Nelson Athletic Training Program maintains a structured and consistent accountability system designed to promote student growth while upholding program expectations. This system utilizes both demerits and strikes to address behavior and ensure fairness.

Demerits (Minor Behaviors)

Demerits are issued for small, correctable behaviors that do not meet program expectations. These are used to identify patterns and provide students with feedback and opportunities for improvement. They will be tracked over time. Three (3) demerits = One (1) strike. Demerits may be reduced after a period of consistent improvement.

Examples include:

- Failure to complete assigned duties
- Not checking schedules or updates
- Being unprepared (late, missing gear, improper attire)
- Requiring repeated reminders
- Low effort during practices or skill sessions
- Not following assigned roles.

Strikes (Major or Repeated Violations)

A strike is issued when a student demonstrates repeated minor behavior that accumulates three (3) demerits over a certain period of time, or commits a more serious violation of program expectations.

The Athletic Training Program adheres closely to the Northwest ISD Student Code of Conduct. Level I-III violations, as defined by the NISD Student Code of Conduct, may result in a strike in addition to any school-imposed consequences. Level IV-V violations will result in immediate removal from the program.

Strike Consequences

- First Strike: Parent notification and student conference
- Second Strike: Parent Meeting and improvement plan
- Third Strike: Removal from the program

The athletic training staff may consider individual circumstances when applying this system, while working to ensure fairness and consistency for all students.

Demerits and strikes are cumulative throughout a student's time in the athletic training program. However, the athletic training staff may reduce or remove demerits when a student demonstrates continued improvement and commitment to program expectations.

Grade Policy

The BNHS athletic training program follows the University Interscholastic League (UIL) Academic Eligibility Guidelines as outlined by Northwest ISD. Academic success is a priority, and student athletic trainers are expected to maintain strong academic standing while participating in the program.

UIL Eligibility

Student athletic trainers must meet all UIL eligibility requirements in order to participate in extracurricular activities.

- A student who receives a grade below the UIL passing standard (Below a 70 in on-level courses; below a 60 in advanced courses, such as AP, or dual-credit college courses) during an official eligibility check will be considered ineligible.
- Ineligible students will not be permitted to participate in games during the designated UIL ineligibility period.
- Students may still be required to attend practices and complete assigned responsibilities during this time.
- Regain opportunities occur at the three-week progress report and the nine-week grading report. The student must be passing all of their classes at that time to regain eligibility.

Academic Accountability

In addition to the UIL requirements, the athletic training staff will monitor student academic performance to support long-term success.

If a student falls below a satisfactory academic level:

- The student may be placed on academic probation
- The student may be required to attend tutorials or participate in additional academic support.
- Adjustments may be made to the student's practice or game schedule to prioritize academic success

If the student demonstrates ongoing academic struggles:

- Additional interventions may be implemented
- Participation in games or events may be limited
- A meeting with the student, parent/guardian, and athletic training staff may be required.

Academic performance is considered separate from the program's behavioral accountability system. Failure to meet academic expectations will not automatically result in a demerit or strike; however, failure to follow academic support requirements (such as repeated missed tutorials or lack of effort) may be addressed through the program's accountability system.

Practice and Game Attendance

Attendance at all assigned practices and games is required and essential to the success of the program. Students are responsible for knowing their schedules and communicating any conflicts in advance.

Excused Absences

An absence will be considered excused if:

- Notification is provided at least 24 hours in advance
- The absence is approved by the athletic training staff
- Students provide a solution to make up missed assignments if warranted.

Unexcused Absences

An absence will be considered unexcused if:

- Proper notification is not given
- Approval is not given
- A student leaves an assignment without permission.

Unexcused absences may result in a strike. Unexpected situations will be evaluated individually. Students are expected to communicate as soon as possible to athletic training staff directly.

Dress Code

Student athletic trainers must maintain a professional appearance at all athletic training events. Appropriate attire reflects the standards of the program and ensures a safe and organized working environment. Students must wear school-approved athletic training apparel that is appropriate, in good condition, and consistent with program expectations. Proper preparation for each assignment, including weather and sport-specific requirements, is the responsibility of the student.

Key expectations include:

- Wear approved athletic training attire in school colors or program-issued gear
- Closed-toe athletic shoes are required; flip flops, slides, Crocs, and slippers are not permitted
- Avoid inappropriate attire, including pajama pants, excessively ripped or baggy clothing, or shorts of improper length
- Follow sport-specific dress instructions as communicated by athletic training staff
- Return all issued apparel at the end of participation; items may not be altered or shared with others outside of the program

Failure to meet dress expectations may result in being asked to correct the issue, removal from participation, or a demerit for repeated offenses. Consistent failure to meet dress expectations may result in further disciplinary action.

Sport Assignments

Student athletic trainers will be assigned to sports and events based on experience level, program needs, and availability. All assignments are made at the discretion of the athletic training staff with the goal of providing appropriate learning opportunities while maintaining efficient program operations.

First-year student athletic trainers will primarily be assigned to sub-varsity football practices and games to build foundational skills and experience. Second and third-year students may be assigned higher levels of competition as they demonstrate readiness and reliability. Fourth-year student athletic trainers will be given priority for varsity football assignments and leadership responsibilities.

Following the football season, all student athletic trainers, with the exception of seniors who have received approval, are required to participate in a second sport. Assignments for second sports will be determined based on experience, program needs, and staff discretion.

Students are expected to attend and fulfill all assigned responsibilities. Opportunities to cover assignments for other students may be available but must be communicated and approved by the athletic training staff.

Transportation

Student athletic trainers are required to use school-provided transportation to and from all off-campus athletic events unless otherwise approved.

If a student needs to leave an event early or to be picked up from an away contest, proper district procedures must be followed. This includes completing any required documentation and receiving prior approval from the athletic training staff. Only a parent or guardian may sign a student out of an event.

Students are not permitted to drive themselves or other students to off-campus athletic training assignments unless explicitly approved in accordance with district policies.

Withdrawing From Program

If a student wishes to withdraw from the athletic training program during the school year, they must first meet with their counselor and notify the athletic training staff.

In situations where an immediate schedule change is not possible, the student may be reassigned to the role of an athletic training manager for the remainder of the semester. In this role, the student will be expected to participate during the class period and complete assigned tasks in order to receive course credit but will not be assigned to work practices or games.

All issued athletic training apparel must be returned promptly upon withdrawal from the program.

Final decisions regarding withdrawal and transition will be made in coordination with the student's counselor and athletic training staff.

Acknowledgement of Policies and Procedures

By signing below, the student and parent/guardian acknowledge that they have read and understand the policies, procedures, and expectations outlined in the Byron Nelson Athletic Training Student Handbook.

They understand that participation in the Athletic Training Program requires adherence to all guidelines related to conduct, responsibilities, attendance, academic expectations, and program policies. They recognize that failure to comply with these expectations may result in disciplinary action, including consequences outlined in the program's accountability system.

By signing this document, the student agrees to uphold the standards of the Byron Nelson Athletic Training Program, and the parent/guardian agrees to support their student in meeting these expectations.

Student Name (Printed)

Student Signature

Date

Parent Name (Printed)

Parent Signature

Date