



**TULSA LEGACY
CHARTER SCHOOL**
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Tulsa Legacy Charter School Athletics Department



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District Philosophy

Tulsa Legacy Charter Schools is committed to providing extracurricular programs that are reflective of our organization's mission, vision, core values and beliefs.

Mission

Tulsa Legacy Charter School creates a culture of excellence by providing a rigorous, arts-- infused, social--emotional curriculum that prepares students for college and the world beyond.

Vision

TLCS' collective efforts will fundamentally change public education to ensure all students are academically, socially, and emotionally prepared for college and the world beyond.

Core Values

Our programs, systems and procedures reflect these core values:

- ☐ Commitment
- ☐ Rigor
- ☐ Excellence
- ☐ Achievement
- ☐ Teamwork
- ☐ Empathy

Core Beliefs

The Core Beliefs drive the collective efforts of all members of the TLCS school and extracurricular community:

Through College & Beyond: We work hard to prepare ourselves for success in school and out of school. We aim our efforts at college-- not just getting there, but graduating and the new opportunities that will be available beyond.



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High Expectations Equal Results: If we expect great things from our students, staff, and community, great things will be achieved. When we make excuses, we lower the bar for everyone

Today Is The Day We Make It Happen: We don't wait for change. We make change happen each day with all that we do. This change pushes our scholars, staff, families, and community towards reaching their goals.

Team & Family: We care about and value each member of our school community by supporting and investing in each other. We know that true support of our teammates involves being simultaneously warm and demanding. We invest in our relationships, cheer for each other, and support those who are struggling. We all work hard together, every day.

Whatever It Takes: We feel tremendous urgency to go the extra mile to make a life-- changing difference for our students. We are relentless and creative in finding solutions to problems, pushing ourselves to find better ways or make them. We believe that "whatever it takes" is a team sport and that we achieve our excellent outcomes not through unsustainable individual sacrifices, but by developing systems, strategies, and teams that collectively work smarter to do what we need to do for our students, families and communities.



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Welcome to TLCS Athletics!

Your scholar is now a member of the TLCS Athletics Program. The TLCS Athletics program strives to provide our students with an environment in which students can grow and challenge their understanding of themselves as individuals and community members. Scholars will be challenged to learn new skills, to appreciate teamwork and cooperation, and to share in the fun and challenges of competitive play. Additionally, athletes will get the opportunity to experience competition that is sportsmanlike and respectful. Our program strives to reinforce the Legacy CREATE Values: Commitment, Rigor, Excellence, Achievement, Empathy. The ultimate goal of our teams is to play our best every game. We want all of our athletes to have a positive experience and we work toward this by setting clear guidelines, goals and expectations for our athletes, parents, coaches and athletic directors.

There are specific responsibilities and obligations in which your scholar must assume in order to qualify and remain a member of the team.

After reading the Athletics Handbook, with a full understanding of the rules and regulations that govern this program, discuss them with your Scholar Athlete so that they have a complete understanding of their responsibilities, please sign and return to the coach by the beginning of the first practice. **Failure to do so will result in your Scholar Athlete not being able to practice until it is turned in.**

Being a member of the TLCS Athletic Program has many rewards and is a valuable experience that they will remember for a lifetime. Additionally, your Scholar Athlete will add pride and spirit to our school and community through their participation! We are delighted to offer your scholar the opportunity to be a part of one of the finest organizations at TLCS and we look forward to a successful and great season. If you have any questions regarding the TLCS Handbook or your athlete's roles and responsibilities, please email or contact us through Parent Square. Thank you for your cooperation!



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District Guidelines

School Administrator

Each school must designate an administrator responsible for overseeing the extracurricular programs.

Sponsors/Coaches

All sponsors and lead coaches must be employees of Tulsa Legacy Charter Schools and abide by the personnel policies of the school district.

Student Participants

Participation in extracurricular activities is a privilege. These activities are important to the overall positive climate at the school. Therefore, participation as in these organizations requires a high level of commitment, leadership, energy and maturity.

Coaches

Coaches must adhere to the Coaches' Code of Conduct within the policy handbook. Additionally, coaches are responsible for the following:

Activities

Coaches are responsible for support of sports, pep rallies, assemblies, competitions, and other general performances. Coaches prepare calendars and schedules for each student participant to list apparel, game responsibilities, and other general information. Coaches communicate with students and parents as often as necessary regarding events.

Supervision

Coaches are responsible for supervising students at all events. Coaches may not leave students unattended at any time. Parents should not be asked to solely supervise, monitor, or direct any event. Coaches should not leave student participants unattended before, during, or after activities.



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Budget Preparation

An annual budget, which includes all possible expenditures and methods of income, is created annually and revised as needed. Budget considerations are as follows: tryout costs; uniform purchases/rental costs; camp costs; banquet costs; fundraising; competition related expenses; performance costs; and other costs.

Parent Communication

Parent information should be provided as often as necessary. All programs are enhanced with appropriate, frequent parent communication. Parent contact includes telephone calls, meetings, newsletters, and emails. Many parents may be eager to be involved with the program and may help organize activities, distribute uniforms, or support with fundraisers. Parent committees and fundraising support are welcome. All coaching and activities must be led by TLCS employees.

Tryouts

Publicity and communication related to tryout details must be sent to all schools to advertise the tryout date, location, and time. A meeting with parents and prospective organization members is held to communicate information related to the tryout clinic and contained in the information packet. It is recommended, but not mandatory, for parents to attend this meeting. Tryout information packets should include:

- ☐ Organization policies and procedures
- ☐ Extracurricular Activity Costs: uniform, accessories, instruments, etc.
- ☐ Fundraising Responsibilities
- ☐ Extracurricular information forms and parental permission forms
- ☐ Physical Forms/Safety Guidelines if necessary
- ☐ Commitment/Schedule Information
- ☐ Judging Criteria
- ☐ Teacher Recommendations



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The coach will secure a safe, appropriate location for the clinic and tryout. Students must be monitored at all times during the clinic/tryout to ensure safety. Coaches must communicate to students when and where team selection will be posted.

Competitions

Organizations are allowed to compete; per approval from the Executive Director. Local competitions are preferred to minimize costs for participants. All costs for the event must be fundraised.

Games/Parades/Pep Rallies

Spirit squads and bands are expected to support and participate in a variety of events in the school and community. These include, but are not limited to, sporting events, school and community parades, pep rallies and other events that foster and promote school spirit.

Calendar/Timeline

Each season throughout the school year is dedicated to sports and activities. It is important that the coach maintain a list of all scheduled events in which the students are expected/required to attend.

Uniforms/Apparel/Expenditures

To support the district's commitment to ensuring that extracurricular activities are available to all students, it is recommended that as much of the cost as possible be fundraised. In order to support cost containment, sponsors/coaches are encouraged to minimize non--essential items that add cost to the program.

Maximum approved expenditures for students to fundraise should not exceed \$400 per student, which includes camp and related expenses. The goal is to utilize fundraising efforts to defer these as direct costs to parents. Fundraising program request forms must be submitted to the Executive Director for approval at least two



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weeks before fundraising event or initiative launch. TLCS policy does not permit employees to use GoFundMe or similar fundraising platforms to raise money utilizing the name of the school.

Parent/Guardian Involvement

Parental support and involvement contributes to the success of our extracurricular programs. Each organization may choose to develop additional procedures outlining the role, responsibilities, commitment and involvement of parents and/or guardians of their teams with approval from the Executive Director. All parents must sign and commit to the Parent Code of Conduct. The following are suggestions on how to secure parental support and how to define parental commitment and involvement.

Communication

- A. Parent/Guardian Information – name, phone numbers, etc.
- B. Letters, flyers, notes home, email, website
- C. Academic requirements and status inform parents/guardians of academic requirements and status for participation in program

Parent/Guardian Responsibilities

- A. Parent/Guardian Consent and Acknowledgement Form
- B. Parent Code of Conduct
- C. Transportation: Parents/Guardians are responsible for picking up students following a practice or event in a timely fashion.
- D. Uniforms/Proper Attire for practices and events: Parents/Guardians should be aware of what attire is required for practices and events and should assist the coach in ensuring their child abides by the uniform/attire requirements.
- E. Fundraising: Parents/Guardians will be notified of upcoming fundraising projects and procedures. Parents/Guardians willing and able to assist in fundraising projects should contact the coach/sponsor for additional information.



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Parent/Guardian Participation and/or Attendance

Each coach/sponsor/school should outline policies and procedures regarding parents/guardians' attendance and participation at practices, events, and tryouts. Coaches should emphasize the need for modeling appropriate sportsmanship and conduct at practices and events in order to promote the philosophy of the school district and school's squad and maintain a positive environment for all participants.

Student Participation and Eligibility

All student athletes and extracurricular participants are required to sign and adhere to the Student Player Code of Conduct.

Academic Eligibility

All athletes are students first and therefore must maintain academic eligibility in order to participate throughout the season. A student must be passing all of his/her classes to retain athletic, band, or spirit team eligibility. If a student is a member of a team and receives a failing grade on a report card, he/she will not be allowed to participate in any game or performance for a period of three weeks. At the end of the three--week period, the athletic director will recheck the student's grades. If the student on probation has all passing grades at the end of the three weeks, he/she will retain full athletic eligibility. A student on probation who is not passing all classes at the end of the three weeks may be removed from the team. If a student who was eligible with the report card receives a failing grade after three weeks (progress report), he/she will receive a warning about possible ineligibility if the failing grade continues with the next report card. If a student is failing a class at the time of tryouts, the athlete may try out but cannot participate in competition until grades are checked again (the three week check or nine weeks grading period) and the athlete is passing all his/her classes.



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Behavior

Participation in athletics means more than competition between individuals or schools. It teaches fair play, sportsmanship, following rules, understanding and appreciation of team work, leadership, and that a good work ethic usually means success.

- Student athletes are expected to have good behavior in their classrooms and other areas of the school. Constant disruptive behavior could result in probation, loss of participation privileges, or dismissal from the team.
- Student athletes will be viewed as Legacy Builders for Tulsa Legacy Charter School. If a student's conduct during participation in an event is negative in nature, he/she can be removed from competition.
- On trips, athletes directly represent the community, school, and coaches. It is expected that all concerned will dress in an acceptable manner when traveling and will conduct themselves in a manner meeting each coach's expectations and guidelines. All school rules apply when a student is participating.
- An athlete who is suspended from school will not be permitted to practice, participate in a contest or attend a school function until he/she has been reinstated in school and has competed a full day of classes.
- The use of drugs, alcohol, or tobacco by students is against the law. Any Tulsa Legacy athlete, band member, or spirit squad member found in violation of this law will be removed from his/her team.

Safety Guidelines

Tulsa Legacy Charter School Safety Guidelines provide a safe environment for student athletes and coaches.

- Anytime students engage in physical activity the coach must be present. Student athletes are not allowed to practice on their own without a coach present.
- Prior to stunting, coaches and participants should be trained in various spotting techniques and safety measures.
- A proper warm--up and stretch should precede any physical activity.



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- Coaches should recognize their squad's ability level and develop a program that provides for a safe challenge and success.



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Player Code of Conduct

Student--Athlete Pledge: As a student--athlete, I am a role model. I understand the spirit of fair play while playing hard. I will refrain from engaging in all types of disrespectful behavior. I know the behavior expectations of my school, and hereby accept the responsibility and privilege of representing this school and community as a student--athlete.

Student Conduct Guidelines:

- Be respectful by using appropriate language
- Treat everyone fairly
- Treat everyone with dignity and respect
- Arrive on time for all practices, meetings, and contests
- Play by the rules, demonstrating and encouraging good sportsmanship
- Represent your school and self in a manner that reflects self--control
- Comply will all school and team rules and policies
- Report any concerns to the TLCS coach
- Listen to and follow the directions of all coaches
- Make every effort to attend all scheduled practices
- Treat all property and equipment with respect

Violation of this code of conduct will result in disciplinary action by the coach up to and including dismissal from the team. By signing this Player Code of Conduct, I am committing to follow Tulsa Legacy Charter School's extracurricular and sporting expectations.



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Parent Code of Conduct

Parent Pledge: As a parent, I acknowledge that I am a role model. I will remember that school athletics is an extension of the classroom, offering learning experiences for the students. I must show respect for all players, coaches, spectators, and support groups. I will participate in cheers that support, encourage, and uplift the teams involved. I understand the spirit of fair play and the good sportsmanship expected by our school. I will model the school values: commitment, teamwork, creativity, rigor, and family in all of my interactions with players, parents, opposing teams, and coaches. I hereby accept my responsibility to be a model of good sportsmanship that comes with being the parent of a student athlete.

Parent Conduct Guidelines

- Let the coaches do the coaching for all team members
- Support the program
- Be your child's best fan
- Encourage your child to interact positively with the coaches and players
- Understand and display appropriate game and competition behavior
- Keep the sport in its proper perspective
- No parent or fan is to physically or verbally abuse another parent, fan, coach, or referee. If a parent has a problem, concern or issue with a fan, player or another parent, the only proper venue for discussion is with a TLCS Staff Member or Coach.
- All parents are to conduct themselves in a sportsmanlike manner
- Except in an emergency, no parent is to interfere with practices, meets or coaching at any time. Parents may observe, but are to wait until before or after practices to interact with their child or talk with the coaches unless a coach requests a conversation. Coaches will be glad to talk to parents in private about any issue or problem before or after practices or meets, as their schedule allows.



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- Please see that your child is picked up at the designated time after practice. The coaches will try to finish practice as close to the designated time as possible.
- Please remember that this program is for our youth, but in no way is it to be used as an excuse for unfinished homework or other responsibilities

By signing this Parent Code of Conduct, I am committing to follow Tulsa Legacy Charter School's extracurricular and sporting expectations. As a parent, I know that I will be held responsible for this code of conduct. I understand that if I breach the code of conduct, I may be asked to refrain from attending sporting events and/or practice.



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Coaches

Coaches' Pledge: As a coach, I acknowledge that I am a role model. I will remember that school athletics is an extension of the classroom, offering learning experiences for the students. I must show respect for all players, coaches, spectators, and support groups. I will participate in cheers that support, encourage, and uplift the teams involved. I understand the spirit of fair play and the good sportsmanship expected by our school. I will model the school values: commitment, teamwork, creativity, rigor, and family in all of my interactions with players, parents, opposing teams, and coaches. I hereby accept my responsibility to be a model of good sportsmanship that comes with being the coach of a student athlete.

COACHES' CODE OF CONDUCT:

1. I will always keep my sport a positive and fun experience for my team
2. I will encourage good sportsmanship by demonstrating positive support of all players, coaches, and officials at every game, practice or other events
3. I will place the emotional and physical well-being and safety of my team above all other considerations
4. I will read and seek to be informed about the rules of the sport I coach
5. I will always speak to game officials with respect at all times, on and off the field
6. I will be respectful in victory and defeat
7. I will keep an open line of communication between myself and other coaches, parents, and school personnel
8. I will set a high level of commitment that I will encourage my team to follow
9. I will be on engaged with students at all times during practice. Discussions with parents or spectators will be held before or after practice unless absolutely necessary.
10. I will support and promote the ideals of TLCS and not engage in any activities that conflict with the best interests and goals of our team

By signing this Coach's Code of Conduct, I commit to uphold the values and integrity of TLCS and accept the responsibility as a coach as set forth in the Coaches' Code of Conduct.

Consequences for coaches and volunteers

1. Verbal warning
2. Practice and/or tournament suspensions
3. Removal from coaching



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More Information

Attendance

Attendance is required at any appearance. These appearances include, but are not limited to, performances, games, practices, pep assemblies, fundraisers, community service projects, and competitions.

Each Scholar Athlete is allowed one free absence per year, beginning at the start of their season. The free absence may be used for anything; however, it must be pre-approved by the Coach. Failure to do so will result in the absence being unexcused. The coach has the right to deny the request at his/her discretion.

In case of an absence, the parent should notify the Coach by phone, email, or parent square. Failure to do so will result in the absence being unexcused.

Tardies

Being on time is essential to the smooth operation of our program. Forgotten items or start time are not considered excused tardies.

School Attendance

On game days or performance days, the Scholar Athlete must be present at least ½ day at school to participate in the scheduled event.

Conduct

Membership to the TLCS Athletic Program is a privilege and scholars are expected to demonstrate appropriate and respectful behavior. The following are some general guidelines:

- Violation of the TLCS 5 Respects will result in **immediate benching or dismissal from the team.**
- The following are examples of unacceptable behavior and will result in the enforcement of appropriate redirection outlined for the infraction under the discipline section:
 - Profanity



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- Disrespect to an authority figure or adult
- Disrespect to another teammate or peer

Game Behavior

- ☐ Members will pay attention to the entire game.
- ☐ Members will refrain from excessive talking and horseplay
- ☐ Members will not eat, chew gum, or drink during games without permission from the Coach.
- ☐ When sitting in the stands, members will sit with their team, facing the front and focusing on the game.
- ☐ Members will refrain from cursing and making derogatory remarks or sounds such as booing or any other action that demeans opposing teams, fans or other spirit squads.
- ☐ Members will refrain from engaging in verbal confrontations with fans and spectators from other squads, teams, and schools.

*****Because all circumstances cannot be identified in these guidelines, the Coach reserves the right to determine acceptable behavior as they see fit.*****

Game Days

Each Scholar Athlete is required to be in uniform each game day and any other day appointed by the coach. Scholar Athletes are to be in complete school uniform or professional attire during the school day.

Eligibility

Academic performance is the top priority for the TLCS Athletic Program. Members should be committed to maintaining high academic standards for both grades and classroom behavior. Grade and behavior checks happen every Sunday and will determine the eligibility of the Scholar Athlete for that week.



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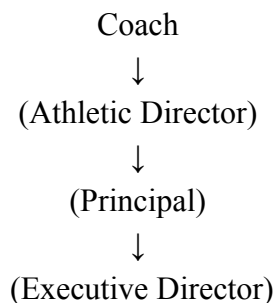
Practices

Practice attendance is required for all TLCS Scholar Athletes. In case there are any changes to an event or game proper notification will be given by the Coach. Scholar athletes may be required to sit out as deemed necessary by the Coach.

- ☐ Scholars should never leave the practice area without permission from the coach.
- ☐ Appropriate stretching should take place to prevent injury.
- ☐ Proper attire is REQUIRED for all practices.
- ☐ Injured athletes who are not participating should have a note from a parent.
- ☐ Prolonged injuries should be accompanied by a doctor's note specifically stating the injury and what extent of activity the scholar will be allowed to perform as well as the date of return.

Communication

Parents and athletes are requested to follow the chain of command in the event of questions, comments, and concerns:



Communication throughout the season is made via

- Parent Square
- Email
- Phone/Text

Please do NOT accept any information as fact from any other source than which is listed above.



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Fundraising

All monies raised will be subjected to the entire team's expenses. More info on Fundraising TBA.

Schedule

Each team will have a practice schedule determined by the Coach. Season schedules will be communicated by the coach as well.