



## **2007-08 Athlete Absence Notification Procedure**

### **Absences due to illness**

If it is necessary for an athlete to miss a practice or game for any reason except a diagnosed injury by the LISD Athletic Trainer, the following procedure must be followed:

**Prior to any student athlete's absence, the athlete himself/herself or the parent of the absent athlete must do one or more of the following:**

**Provide a note to the head coach, email the head coach, call the head coach or call the Athletic Department (469-742-8708) and leave a message for the head coach. Failure to do so will result in an automatic unexcused absence from athletics. The head coach will determine if absences are excused or unexcused.**

**The athlete, rather than a parent, should handle communication regarding absences whenever possible.**

A student athlete who arrives at practice "not feeling well" will report to the trainer and the trainer will make the decision regarding whether he/she will practice. A student needing to report to the trainer for evaluation must do so by 7:00 a.m.

### **Absences due to tutoring**

If an athlete must miss practice for a tutoring session, he/she must report to practice and receive a tutoring pass from the head coach. It is the student's responsibility to obtain the teacher's signature on the pass and then return it to the head coach during the same day. Failure to do so will result in an unexcused absence from athletics.

### **Travel**

It is the policy of the Lovejoy Independent School District Athletic Department for each athlete to travel to and from the site(s) of all athletic events with the team. Except in an emergency situation, an athlete must have prior approval via the completion, submission and approval of an LISD Athletic Alternate Travel Release Form for all instances of alternate travel. Parents must personally sign for the release of his/her daughter before an athlete may leave any athletic event.

### **Addendum 9/25/07**

The only time players come in and see the trainer if they are sick, is when they get here and then they say they are too sick to practice, then they must see the trainer. If they are sick and the parents feel that their student is too sick, then they need to keep them home and notify the coach.

