

Lake Dallas ISD



**Student Athletic Trainer's
(SATs)**

**Handbook
2021 -2022**

Introduction

The Lake Dallas ISD athletic program has a high number of athletes to Athletic Trainers ratio. It is difficult to provide quality medical coverage to every team from 7th grade through 12th without the assistance of our student athletic trainer's (SATs). The SAT program is designed for the SATs to assist the licensed/certified ATs in providing quality care. This opportunity allows the SATs to gain knowledge and hands-on experience in the field of sports medicine. The SATs act as an extension of the Staff Athletic Trainers and provide first responder coverage to his/her assigned team. A first responder is knowledgeable in basic first aid and CPR/AED. This is a large responsibility for the SAT; however, with the proper training and the use of good time management skills, communication, and commitment, this will be a great experience.

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Mission of the Student Athletic Training (SAT) Program

The mission of the SAT program at Lake Dallas is to help young adults learn to be responsible / hard-working individuals who are accountable for their actions and learn to be successful in a professional environment.

Goals

1. To meet the First Aid needs of the LDISD athletics.
2. To produce quality high school students who excel in the classroom.
3. To provide educational experiences in a variety of settings.
4. To promote LDISD at all times
5. To provide SATs with a multitude of opportunities to develop skills and character that will enhance their life after high school.
6. To award those individuals who have surpassed expectations and effectively displayed responsibility in their work habits.
7. To give 2 elective credits through successful completion of Sports Medicine 1 and Sports Medicine 2
8. To give 2 PE credits through successful completion of Student Athletic Training 1 and Student Athletic Training 2

Program Admittance Requirements

To be admitted to the SATs program, the student must complete the requirements listed below. Students will be selected based on overall scores on the application packet. The total number selected will depend on the number of applicants and the number of slots available. The staff athletic trainers have the right to make exceptions.

Complete the following:

1. Turn in the completed Application by the deadline. (Varies every school year)
2. Read the SAT program Handbook and submit a signed Parent and Student Agreement.
3. Write an essay as per the instructions on the application.
4. Enroll in the Sports Medicine I and/or Sports Medicine II class
5. Turn in 1 reference form.

To remain in good standing as a SAT, you must do the following:

1. Follow the policies and procedures outlined in this handbook.
2. Complete Sports Medicine II after Sports Medicine I

SATs are encouraged to take Anatomy and Physiology.

Incidents

An incident is defined as **anything** that violates this handbook or the LDISD student Handbook. We believe in opportunities to grow and learn but also feel you should be allowed 3 Strikes before you are **OUT** of the program.

1st Incident - informal warning and consequences from staff athletic trainer.

2nd Incident - Parent conference and or other consequences from the staff athletic trainers

3rd incident - Removal from the program

Expectations

General Expectations

1. Be on time!
2. Maintain good grades and conduct!
3. The program needs dependable students; therefore, outside work must not consistently interfere with your SAT duties. Time-Management is key.
4. Understand the policies and procedures in this handbook.
5. Cooperate and work **effectively** with athletic staff members and other SATs
6. If you are falling behind in your classes, inform the staff athletic trainers, This will allow us to make arrangements to help you. If you fail a class, you cannot go to games or practices.
7. **Respect all coaches, teachers, administrators and athletes!**
8. SATs are not allowed to talk to anyone except for the Staff athletic trainers about injuries or status of any athlete. This includes coaches, teachers, friends and family. Direct all concerned people to a Staff Athletic Trainer.
9. Horseplay or foul language will not be tolerated..
10. Supervise the Athletic Training Room if the staff trainer steps out - enforce all rules and policies.
11. **Enjoy and have fun with what you are doing!**

Athletic Training Room Expectations

1. While on duty, your SAT responsibilities take precedence over homework.
2. Learn how to use everything in the Athletic Training Room.
3. **Do not use machines** without the presence and permission of a staff athletic trainer. Even if you “know” how to set it up.
4. Make sure taping stations are properly stocked and all tables and modalities are wiped clean and supplies are put away neatly prior to leaving for the day.
5. Follow all procedures, including cleaning.
6. Report all injuries to the staff athletic trainers- anyone that you provide a supply to (powerflex, etc) we should know about.
7. Learn to stock the medical kits/trunks properly.
8. Be aware of where all the supplies in the athletic training room are located.
9. Tape athletes before workouts if you have been approved to do so
10. Learn as much as possible on a daily basis. Observe injury evaluations and ask questions at appropriate times. Understand the reason for what you are doing.
11. If a SAT needs treatment or rehab, it **should not** be done during treatment of our athletes- unless pre-approved. We will make sure you get the same care as everyone else :)
12. Remember that you are NOT a Certified Athletic Trainer. If an athlete complains about an injury or pain, you MUST inform us. You cannot make the call if they are “ok” or not.
13. You can assist an athlete in performing exercises listed on the daily rehab form
14. Remind each athlete to sign in on rank one when entering the ATR for treatment and to pull their rehab sheet to follow and get signed.
15. If an athlete does not have a rehab sheet in the expandable file, make sure the athlete is told he/she must be evaluated by the staff AT before self treating.
16. Food and Drink will be allowed on the treatment tables on a case by case basis. Always ask permission first. This is a privilege; not cleaning up or abuse of the privilege will result with no food or drink in the ATR. No food or drink is allowed around the modalities under any circumstances.
17. Cell Phones - when athletes are in the training room and when there is work to be done, we should not see them. If we have some down time, you need to make a call, or we are just “waiting” you can use your cell phones.

Practice and game Expectations

1. Be in attendance for all practices and games that you are assigned to cover
2. If you are going to be absent, it is your responsibility to notify the ATs and to get another SAT to cover for you.
3. Make sure the practice fields are set up with necessary Sports Med equipment
4. Be alert at all times during practice and games
5. Report all injuries to the Staff AT
6. If you have a cell phone, you may carry it with you to practices and games. Make sure to have the staff AT's cell number in case of emergency. Set cell phones to vibrate.
7. The use of electronic devices should not be seen during games or practices. If we see them, it will result in a strike. PERCEPTION!
8. Get all sports med equipment set up as well as cleaned and put away after practices and games. Do not leave water on counters or around the Whirlpools. Put all bottles and lids where they belong. Clean and dry all surfaces.
9. Wear appropriate attire for the assigned duty. When in doubt ask the Staff AT
10. The SATs will not leave an activity unless there is an emergency or all duties for the activity are completed. This includes equipment pickup/cleanup/put away!
11. The SATs are responsible for introducing him/herself to the visiting team's AT or coach and providing them with assistance and needed items. This also includes checking with that team after the contest has ended.

Absences

1. If you miss practices or games excessively, even if excused, the Staff AT and coach will determine whether you can work the next game.
2. You will not be allowed to attend the next game after an unexcused missed practice. Unexcused absences will follow school guidelines.
3. Not calling in an excused absence will be considered an unexcused absence.
4. An excused absence is one that is cleared by the staff AT **before** the absence
5. You are responsible for finding someone to cover your assignment if you have to be absent.
6. Missing an assignment without getting it covered has a consequence of working morning treatments. 1 missed practice = working 2 mornings, 1 missed game = working a week of morning treatments.

Dress Code

Your personal appearance and hygiene is a direct reflection of you, your parents, the Sports Medicine program and our school. You will be expected to follow the dress code and behave in a professional manner. You are not an average student ... please don't dress like an average student. We hold you to a much higher standard and have higher expectations. Do not wear leggings or jeggings with a top that does not cover your Glutes! No low neck tops. Shorts should have a minimum of 5" inseam.

ATR/Practices:

- **Pants** - Sweats, wind pants, khakis, jeans, Leggings (if shirt covers gluteal region)
- **Shorts** - Khakis or athletic shorts. Must be school appropriate length.
- **Shirts** - LD T-shirts, polos, sweat shirts or jackets. Ask us if you need a LD shirt- we have a ton!
- **Hats or Visors** - Any hat must be approved by staff AT. Any hat issued by LDHS will be acceptable.
- **Shoes** - No sandals in the athletic training room will be allowed. Closed toe shoes (crocs ok) at all times. Exceptions will be made on case by case basis.

Games - Clothing may not have any holes or have any visible cuts. If the dress code is not met, you will be asked to leave the contest or sit in the stands. This will constitute an unexcused absence.

We will discuss & vote on game day attire at the parent meeting

- **Pants** - Issued wind pants, khakis or black .
- **Shorts** - Khakis or black dress shorts (black athletic shorts if JV , 9th, or MS FB game)
- **Shirts** - Polos , Team Behind The Team Shirt, or other approved shirts
- **Hats or Visors** - Any hat must be approved by staff AT. Any hat issued by LDHS will be acceptable.
- **Shoes** - Tennis shoes are required for ALL game events.

Key points to remember:

- The staff AT will make the final decision about inappropriate clothing.
- Holes in clothing are unacceptable while on duty
- Tennis shoes required while on duty
- Maintain a professional appearance and behavior at all times(even when others do not)
- Hairstyle and piercings must be appropriate for a professional medical environment

You should look and act like you are a part of something special, because you are!

Academic Guidelines

SAT academic standards have been set by the UIL, the governing body of Texas high school extra-curricular activities. A grade of 70 or higher must be achieved in all classes during a reporting period. If a SAT is found to have earned a grade below a 70 during any reporting period, the student will be declared ineligible. Another grade check will be done at the three week progress check. If the student has a 70 or above in all classes, the student will then regain his/her eligibility for the next three weeks. The SAT is strongly advised to attend tutorials during the time of ineligibility. Any ineligible student will not be permitted to work an athletic game. (You can purchase a ticket and attend the event) Practices are still required.

Academic success is a high priority. If a SAT is declared ineligible for any **three** eligible grade checks (concurrent or total) for the year, the Staff ATs reserve the right to dismiss the student from the program. These three eligibility grade check periods need not be in consecutive order. You are a valuable asset to this program and dependability is a high priority.

Athletic Lettering

You must work a minimum of two Varsity sports and/or have been in the program for two full years in order to letter.

Playoff Games

If a sport that a SAT is assigned makes the playoffs, then the SAT *may* be asked to travel with the team to their playoff games (if they are in good standing). This will be to the discretion of the staff athletic trainers and the staff coach.

SAT Evaluations

Evaluations of each SATA will be performed once a year by the Staff AT. The purpose of the evaluation is to help the student better understand his/her strengths and weaknesses.. This is a tool to help you grow as a leader in our program.

Sport Team Assignments

Sport and team assignments are not simply based on the age and year of the SAT. These things are taken into consideration, though. Assignment to a sport will be based on need, Staff AT choice, academic eligibility history, experience level, coach's request and lastly SAT's preference. All students are required to work a fall and spring sport each year.

- SAT's assigned to a Varsity Sport must have completed Sports Medicine I
- If a SAT is not cleared to tape, he/she will not be assigned to a varsity sport (depending on need and availability)
- SAT's assigned to a sport are expected to attend all contests of that sport.
- If 2 SAT's are assigned, a staff AT will assign a leader who will be responsible for ensuring Scheduling/Calendar updates, etc. This will be part of the upper level class grades and assignments.
- It is the responsibility of the SAT to be informed of practice times/ places, schedule changes and bus departure times. Missing a bus is the same as missing a game.

Parent and SAT Agreement

I have thoroughly read the Athletic Training Student Handbook and agree to abide by the policies and guidelines set forth by the Athletic Training Staff at Lake Dallas High School. I fully understand and accept the responsibility of working as a SAT. I further understand that the health and safety of the student athletes and myself at Lake Dallas High School is the primary concern of the Athletic Training Staff. I realize that I am an extension of the Staff Athletic Trainer. I will not talk about any injury, no matter how significant, to any person other than the Staff AT.
_____(Student initial)

In the event that the policies and guidelines of the SAT Handbook are not followed, I will accept the consequences made as disciplinary action. Any SAT whose actions or misbehavior, whether on campus or off campus, reflect poorly on Lake Dallas ISD or our team, shall be disciplined at the head athletic trainer's discretion. The disciplinary actions which may be applied include suspension or removal from the team.

Student Print First and Last Name

Date

Student Signature

I (the parent/guardian of the above student) have also read the SAT's Handbook and agree to respect the policies and guidelines set forth by the Staff ATs. I understand that my child is making a commitment to a program that has many responsibilities. I also will respect the judgement of the Staff ATs about disciplinary actions. I give permission for my child to travel for school approved trips. I also give my permission for my child's photograph to be used to promote the Sports Medicine program.

Print Parent (guardian) First and Last Name

Date

Signature of Parent (Guardian)

Phone Number

In Case of an Emergency please contact:

Name/ Relationship to Student:

Contact number: