

Football Manager Policy/Procedure

I. Requirements

- A. Each student manager is required to be in attendance for every practice, meeting and game. Attendance is defined as being on time, ready to complete the tasks at hand and remaining the entire time.
- B. Expectations of the student manager are the same as the football players. That is, the student manager is to maintain a degree of professionalism, integrity and accountability.
- C. Each student manager will receive a grade. Grades are based on performance and attendance.
- D. Any variance from the above is at the discretion of the coaches and must be cleared through Coach Clay in advance.

II. Attendance Policy

- A. 3 Strikes, You're Out. Each unexcused absence is considered a strike. You no longer go to the games and the highest grade you can receive is a "B.". If you are sick or leave school sick, the absence will only be considered as excused if the student manager informs Coach Clay prior to practice. This also means that no family vacations can be taken during the football season. We will practice on Labor Day, Fall Break and possibly Thanksgiving and all student managers are expected to be in attendance.
- B. Lying. Not a favorite pastime on the football squad. If a student manager calls in sick and then is witnessed at another event that evening, immediate dismissal will incur. If you plan to use a strike, be honest and upfront.
- C. All student managers are required to be ready to participate by 2:10pm (unless otherwise informed by Coach Clay). Any student manager arriving after the assigned time will be considered tardy. 2 tardies is equivalent to an unexcused absence or a strike.
- D. Any clubs holding meetings during the football season must be attended in the morning. Any student manager attending the afternoon meeting will be counted tardy.

III. Dress Code

- A. The dress code is to be followed by all student managers at all times. The dress code is put into place to promote professionalism, decency and safety for all members of the Jaguar Football team. Any student manager not in dress code at the time attendance is taken will receive a "Zero" grade for the day.
- B. Shirts: all shirts must have a collar that reaches at least the collar bones. For example, t-shirts, polo shirts, sweatshirts, etc are all acceptable. Low cut shirts and any shirt that becomes too revealing must be changed prior to practice. In addition, all shirts must reach the waist band of the pants/shorts. Cropped shirts in which the mid-drift is exposed are unacceptable.
- C. Shoes: all student managers are required to wear closed toe and heel shoes at all times. This includes sneakers, dress shoes, boots, , flip flops,etc.....
- D. Game attire: each student manager will be issued a team shirt that is to be worn at all varsity games. The dress code for each game will be addressed the night before the game to allow for preparation for the following game. Any student manager not in dress code will not be allowed to participate in that game and will receive a strike.
- E. Face painting: As much fun as it may seem, face painting or decoration for games in not allowed. Remember, we are maintaining professionalism.

IV. Assignment

A. The Jaguar Football program can not survive without the presence and assistance of the Student Managers. The work that you do for the football team is very important to the success of the program.

B. On a weekly basis, each student manager will be assigned a specific duty. Duties will either be inside maintaining the equipment room or outside maintaining the field and water. We practice and play in all kinds of weather. Watch the weather forecast and be prepared for any type of weather.

C. All student managers will be required to help with the watering of the football players both at practice and at games. During this time, the student managers are not to stand or sit with the players carrying on conversations. Student managers need to keep their distance and be available once the coach gives the signal for a water break.

D. Each student manager will be assigned to a coach. On a daily basis, the student manager will complete the tasks assigned by the coach before or during practice. These tasks will include filming, setting up the field, taking down the field or finding specific equipment pieces.

V. Important Dates

A. Spring Football: Begins April 28th. All student managers not participating in a spring sport are required to be in attendance.

B. Summer Camps: Camp dates are as follows

1. Team camp to be announced soon---all student managers are required to attend

2. Jaguar Football camp June 23-25---we will have a sign up

3. Lineman camp June 16-18---we will have a sign up

4. Jag mini camp July 8-10---all student managers are required to attend

C. Equipment Preparation: TBA---we will notify you of the time & date.

D. First Day of Practice: August 12th---all student managers are required to attend at 6am

E. Jamboree: August 16th TBA---all student managers are required to attend

VI. Parent- Student Signature

A. Each student manager and their parents are expected to read and discuss the policies and procedures. Signing below indicates that you have read and understand each policy and do not have any questions at the present time. Each student manager has access to a copy of the policy and procedure pages on our website: www.jagsfootball.com. Signed copies are due back the first day of Spring Ball, Monday, April 28, 2008.

Student signature & date Parent signature & date

A “Meet the Coaches” night has been set for early in May, in the Lecture Center at 630pm. All parents are encouraged to attend. Most topics will be directed towards the football players; however, student managers and their parents will be given the opportunity to meet the coaches and join the booster club. All information can be located on the Jaguar website: www.jagsfootball.com