

**2024-2025**



**INDIVIDUAL SPORTS  
COACHES' MANUAL**

## PRE-SEASON REGULATIONS

- **Employment of Coaches**
  - Section 1202
- HIGH SCHOOL COACHES.
  - Full-Time Employees. A school is not eligible for UIL competition in an athletic activity unless the head coach and assistant high school coaches are full-time employees of the school board of the school which the team represents.

(2) Full-Time Defined. Full-time means that the person is under contract to the school board of the school which the athletic team represents for the whole scholastic or calendar year, and the person has enough contractual duties to be considered a full-time employee by the Teacher Retirement System and state law. Refer to Official Interpretation 05-08-03, Appendix I.

(3) Exceptions. A retired teacher/administrator who has 20 or more years of experience may serve as an assistant coach in all athletics and as a head coach for golf, tennis, team tennis, cross-country, track and field, swimming and wrestling. (This rule shall not affect the status of a coach on a leave of absence attending college.) Also, student teachers, while they are assigned to a member school district to fulfill their student teaching requirements, may volunteer to serve as an assistant coach in all athletics. Schools shall not pay student teachers for assisting athletic coaches. A full-time substitute who has coached during the school year may be permitted to continue coaching until the UIL competitive year has ended. Example: state baseball playoffs.
- **Texas Education Code Requirements (State Law)**
  - **TEC Chapter 33.086 - Certification - CPR and First Aid Training**
    - Athletic coaches, athletic trainers, cheerleading sponsors and other head directors of UIL extra-curricular activities must have a current certification filed with the district.
  - **TEC Chapter 22.902 - Certification - AED Training**
    - Athletic coaches and sponsors, school nurses, PE teachers, marching band directors, and students that serve as an athletic trainer must have a current certification filed with the district.
  - **TEC Chapter 33.202 - Annual Requirement – Safety Training**
    - Training provided by UIL within the Coaches Compliance Program (CCP). Athletic coaches must complete prior to contact with students.
  - **TEC Chapter 38.158 - Annual Requirement – Concussion Training (2 hours every other year/1 hour annually)**
    - Athletic coaches, athletic trainers and potential members of the Concussion Oversight Team must complete the training annually.
- **Coaches Certification Program (CCP):** The CCP consists of both UIL and state law requirements and requires a coach to complete the prescribed components on a yearly basis. Completion of the CCP will recognize coaches as UIL certified coaches. All coaches shall annually complete the UIL Coaches Certification Program prescribed by the UIL prior to their sport season or prior to the first day of school if their sport is not in season. A coach who is hired less than one week prior to the start of the sport season or after the first day of school (whichever is earlier) must complete the CCP within thirty (30) days of being hired.
  - Required CCP Modules:
    - Constitution & Contest Rules
    - Ethics & Sportsmanship

- UIL Steroid Education
- Safety Training (state law)
- Concussion Training (state law)
- Sport Specific Training – each sport has a sport specific CCP module
- Football coaches only – Best Practices in Tackling (Atavus) certification that will be required for all first-year football coaches or those coaches who have not completed both 1.0 and 2.0.
- First Year Coaches Only - Fundamentals of Coaching in Texas – required for first year coaches (or JH volunteers) or coaches in their first year to coach in the state of Texas.
- Cheerleading Coach/Sponsor only - Safety/Risk Minimization for Cheerleading Course
  - Must have a current certification or annual training completed prior to contact with participants.
  - Districts shall determine the organization that will provide the certification or training. Resources are available but not limited to those on the UIL web site.
- **UIL Eligibility for Athletic Contests (Subchapter M – Sections 400 & 403-412)**
- **Student Participation Required Forms:** It shall be the responsibility of each school to keep on file the following required annual forms for each student who participates in any practice, scrimmage, or game.

#### REQUIRED FORMS

- Forms for all students:
  - **Pre-Participation Physical Examination Form.** As a minimum requirement, a Physical Examination Form must be completed prior to junior high athletic participation and again prior to first and third years of high school athletic participation. Local district policy may require an annual physical exam. The form must be filled in and signed by either a Physician, a Physician Assistant licensed by a State Board of Physician Assistant Examiners, a Registered Nurse recognized as an Advanced Practice Nurse by the Board of Nurse Examiners, or a Doctor of Chiropractic. Examination forms signed by any other health care practitioner, will not be accepted.
  - **Medical History Form.** Each year prior to any practice or participation a UIL Medical History Form signed by both a student and a parent or guardian is required. A Medical History Form shall accompany each physical examination and shall be signed by both a student and a parent or guardian.
  - **Parent or Guardian Permit.** Annual participation permit signed by the student’s parent or guardian.
  - **Rules Acknowledgment Form.** Annual UIL Rules Acknowledgment Form signed by the student and the student’s parent or guardian.
  - **Parent/Student Anabolic Steroid Use and Random Steroid Testing Form.** The parent/guardian of each high school athlete, along with each high school athlete, must annually sign the UIL Illegal Steroid Use and Random Steroid Testing Parent and Student Notification/Agreement Form.
  - **Concussion Acknowledgement Form.** Annual UIL Concussion Acknowledgment Form signed by the student and the student’s parent or guardian.
  - **Sudden Cardiac Arrest Awareness Form.** Annual UIL Sudden Cardiac Arrest Awareness Form signed by the student and the student's parent or guardian.
- Forms for Varsity Participation
  - **Eligibility Form.** Schools must submit comprehensive eligibility blanks for football, basketball, volleyball, softball, baseball, and soccer. For all other athletic activities general alphabetical listing of eligible athletes is required. One copy shall be sent to the district executive committee chair and one copy shall be filed in the school’s office. Completed eligibility forms are to be signed by the superintendent or a designated administrator and the coach. These forms are to

be postmarked before a contestant is allowed to participate in a varsity contest. Failure to furnish correct and complete information may, upon request by the proper committee, constitute grounds for suspension.

- Previous Athletic Participation Form. New students in grades 9-12 who represented their former school in a varsity or sub-varsity athletic contest or practice in grades 8-12 in any previous school year must have a Previous Athletic Participation Form completed prior to participation in a varsity contest at the new school.
- **Late Forms.** If an eligibility form or a Previous Athletic Participation Form was not filed prior to competition, and it was an inadvertent error and the student is actually eligible under Subchapter M of the Constitution, the district executive committee is not required to demand forfeiture or to rule the student ineligible. They may assess the minimum penalty of private reprimand to the school.
- **Foreign Exchange Students.** Subject to the other eligibility rules of the Constitution, foreign exchange students in approved CSIET foreign exchange programs are allowed to apply for exceptions to the residence rule through the UIL waiver process. A waiver could be granted in certain activities if they have not received advanced training or have not had extensive experience in the activity of their choice. Foreign exchange students are not eligible for varsity athletic participation unless they are granted a Foreign Exchange Student Waiver.
- **Varsity Athletic Eligibility for Over-Age Student.** Subject to the other eligibility rules of the UIL Constitution, an individual is eligible to participate in a League varsity athletic contest as a representative of a participant school if that individual is less than 19 years old on September 1 preceding the contest; or has been granted eligibility based on a handicapping condition which delayed his or her education by at least one year and the student is currently in special education and under the auspices of an ARD Committee or has been identified as a 504 student prior to the end of their second year in high school (effective for entering ninth graders in the current school year).

## REGULAR SEASON

### Practice Regulations

#### **PRACTICE REGULATIONS - WHEN SCHOOL IS IN SESSION - INDIVIDUAL SPORTS**

- Eight-Hour Practice Rule – School districts shall adopt policies limiting extracurricular activities from the beginning of the school week through the end of the school week (excluding holidays) by limiting practice outside the school day to a maximum of eight hours per school week per activity.

#### **PRACTICE REGULATIONS - OUTSIDE THE SCHOOL YEAR - INDIVIDUAL SPORTS**

- Practice regulations for sports that practice outside of the school year are as follows-
  - The maximum length of any single practice session is three hours.
  - Student-athletes shall not engage in more than five hours of practice activities on those days during which more than one practice is conducted.
  - Schools shall not schedule more than one practice on consecutive days and student-athletes shall not participate in multiple practices on consecutive days. Exception: Volleyball.
  - On days when more than one practice is conducted, there shall be, at a minimum, two hours of rest/recovery time between the end of one practice and the beginning of the next practice.
  - **What counts towards practice time?** Actual on-court practice, sport specific skill instruction, mandatory conditioning, water breaks and rest breaks.
  - **What doesn't count?** Meetings, weight training\*, film study, injury treatment and voluntary conditioning. \*Cannot be done during the two-hour rest between the two practices.

**Sundays.** A League participant school shall not participate in any athletic contest or conduct any practice, or teach any plays, formations, or skills on Sunday.

- **Violation.** Any showing of films to, or meetings of athletes for the purpose of instructions or reviewing of plays, formations, or skills in any sport will be construed as a violation.
- **Coaches Sunday Meetings.** This does not prevent coaches from meeting on Sunday or from viewing films or planning an instructional program, provided that no athletes are involved in this meeting.

**Contest Scheduling Rules** The following section combines State Law, State Board of Education regulations, and UIL rules regarding scheduling and participation in a contest.

- **One contest per school week:** According to State Board of Education mandates, students may only participate on one day per activity during the school week. School districts shall ensure no more than one contest or performance per activity is scheduled per student.
- **\*Exception:** Tournaments and post-season competition may be scheduled as an exception to the school week limit. As well, district varsity contests postponed by weather or public disaster, provided that they are rescheduled and played on the next available date, other than Sunday, on which another district match is not scheduled. Junior varsity, freshman and junior high teams may not play postponed matches as an exception.
  - Junior varsity, freshman and junior high teams may not play postponed matches as an exception.
  - District varsity games that are postponed by weather or public disaster, and not played on the next available date, shall be rescheduled and played on a date determined by the District Executive Committee, but may not be made up as an exception to the school week limitation.
- **TEA and Participation:** The Texas Education Agency defines participation as being involved with the activity, traveling with the team, or sitting on the bench. Example: On a Tuesday night, the student's name is on the scorebook but she remains on the bench and does not actually enter the game. This counts as participation for TEA but not UIL, this student would not be able to participate again until after school on Friday, per TEA regulations.
- **UIL and Participation:** UIL defines participation if a student athlete actually entered the contest as a player. In the example above, the contest does not count as one of the allowable games as determined by UIL policy.
- **Definitions:**
  - **Calendar week** means 12:01 a.m. on Sunday through midnight on Saturday.
  - **School week** means the week beginning at 12:01 a.m. on the first instructional day of a calendar week and ends at the close of instruction on the last instructional day of the calendar week, excluding holidays.
  - **Post-district play** means competition in UIL playoff series or contests such as bi-district, area, regional, etc.

## **OFF-SEASON REGULATIONS**

### **School Sponsored Camps**

SUBCHAPTER C: Athletics Section 1209: Non-School Participation

(c) CAMPS.

(1) Camps After The Last Day Of The School Year: baseball, basketball, football, soccer, softball and volleyball where school personnel work with their own students. After the last day of the school year in May, June, July and prior to the second Monday in August, on non-school days, all

students other than students who will be in their second, third or fourth year of high school may attend two camps in each team sport, held within the boundaries of their school district, in which instruction is given in that team sport, and in which a 7th-12th grade coach from their school district attendance zone works with them:

(2) Camps During The School Year. A member school district is allowed to sponsor camps during the school year, outside the school day, for students in grades six and below. No student is allowed to participate in more than two school sponsored camps per sport/activity during the school year.

(3) Camps Described Above Shall Be Conducted Under The Following Conditions:

(A) Number of Days. Attendance at each type of sports camp is limited to no more than six consecutive days.

(B) Prohibited Activities. Students shall not attend football camps where contact activities are permitted.

(C) Fees. The superintendent or a designee shall approve the schedule of fees prior to the announcement or release of any information about the camp. The Texas Education Code requires school districts to adopt procedures for waiving fees charged for participation if a student is unable to pay the fee, and the procedures should be made known to the public. Fees for all other students shall be paid by the students and/or their parents.

(D) School Equipment. Schools may furnish, in accordance with local school district policies, school-owned equipment, with the following restrictions.

(i) Schools may not furnish any individual baseball, basketball, football, soccer, softball or volleyball player equipment, including uniforms, shoes, caps, gloves, etc., but may furnish balls and court equipment including nets, standards, goals, etc., for volleyball, basketball and soccer camps.

(ii) For football camps, schools may furnish hand dummies, stand-up dummies, passing and kicking machines and footballs. Use of any other football equipment, including contact equipment, is prohibited.

(iii) For baseball and softball camps, schools may furnish balls, bats, bases, pitching and batting machines, batting helmets and catcher protective equipment. Use of any other baseball and/or softball equipment is prohibited.

## [School Sponsored Camps- Frequently Asked Questions](#)

### **Non-School Leagues, Camps & Clinics**

#### **Team Sports**

Football, Volleyball, Basketball, Soccer, Baseball, Softball

In accordance to Section 1201, 1206 and 1209 regarding non-school competition (leagues, camps, clinics, clubs, tournaments, 7 on 7, lineman challenges) coaches:

The C&CR prohibits the following:

1. Shall not instruct any student in 7th – 12th grade from his/her own attendance zone unless the student is his/her own biological or adopted child
2. Shall not schedule matched games. A matched game is a contest between TWO teams that is not apart of a league schedule or tournament.
3. Shall not transport students.
4. Shall not use school athletic equipment, school uniforms and school health/first aid supplies.
5. Shall not use school or booster funds for any expenses associated with the activity.

6. Shall abstain from any practice which would bring financial gain to the coach by using a student's participation in a camp, clinic, league, or other non-school athletic event, such as a rebate for each player sent to a particular camp or from each player using a particular product (Section 120I [b, 9]).
7. Shall abstain from any practice that makes a student feel pressured to participate in non-school activities (Section 120I [b, 10]).
8. Should not participate with their athletes in the athlete's sport (Section 1206-i).
9. In accordance to Section 1209 regarding non-school competition (leagues, camps, clinics, clubs, tournaments, 7 on 7) coaches or a group of coaches:

The C&CR allows the following:

1. Can supervise facilities.
2. Can assist with organization to include, but not limited to: assignment of officials, helping to secure facilities, development of schedules, scheduling of facilities, assisting with registration process, helping to secure equipment.
3. Can assist with the selection of coaches.
4. Can assist with the selection of players.
5. Can distribute information regarding the details of the non-school event for informational purposes. Distribution of such materials should be in accordance to the policies and procedures of the local school district.
6. Can collect registration fees for coordination purposes only. No checks may be made payable to the school and no funds shall be deposited in any school account.

### **Individual Sports**

Cross Country, Golf, Swimming, Tennis, Track and Field and Wrestling (Guidelines are also applicable to team sports)

#### **A. During the school year**

1. Coaches of individual sports are allowed to work with student athletes from their attendance zone in non-school practice during the school year with limitations. Coaches should be aware that any time spent working with a student-athlete from their attendance zone in grades 7-12, whether in school or non-school practice, will count as part of the eight hours of practice allowed outside of the school day during the school week under state law.
2. Coaches should abstain from any practice which would bring financial gain to the coach by using a student's participation in a camp, clinic, league, or other non-school athletic event, such as a rebate for each player sent to a particular camp or from each player using a particular product (Section 120I [b, 9]).
3. Coaches shall not charge a fee for private instruction to student-athletes during the school year. The restriction on charging fees for private instruction applies only to those students who are in grades 9-12, from the coach's attendance zone and participating in the sport for which the coach is responsible (Section 120I [b, 9]).
4. Coaches should abstain from any practice that makes a student feel pressured to participate in non-school activities (Section 120I [b, 10]).

#### **B. Outside of the school year**

1. Outside of the school year, the restrictions are somewhat reduced. Coaches are allowed to coach student-athletes from their own attendance zone.
2. The use of school funds, school equipment, school uniforms or school transportation is prohibited. Exception: School administrators may authorize the use of facilities, including scoreboards,

implements, cross bars, poles, discus, shot puts, nets, etc. for school programs which are open to all students.

3. School coaches can work with students from his/her own attendance zone in summer recreational programs ( i.e. They coach in meets and tournaments with permission from superintendent or superintendent's designee).

4. Coaches should abstain from any practice which would bring financial gain to the coach by using a student's participation in a camp, clinic, league, or other non-school athletic event, such as a rebate for each player sent to a particular camp or from each player using a particular product (Section 120I [b, 9]).

5. Coaches should abstain from any practice that makes a student feel pressured to participate in non-school activities.

#### [Non-School Participation- Frequently Asked Questions](#)