

# ANKENY HAWKS BOYS TENNIS POLICIES, RULES AND PROCEDURES

## PHILOSOPHY

The Ankeny Hawk boys tennis program strives to provide an atmosphere where all individuals can continually improve and excel at all key aspects of being a member of a tennis team. Our program seeks to encourage, develop and optimize each player's: character, sportsmanship, mental toughness, skill development, singles and doubles strategies, role on the team and general health and conditioning.

## REQUIREMENTS TO PARTICIPATE

- Required Forms Turned In: All of the following forms **must be turned in before the first practice** (see <https://www.ankenyschools.org/domain/1746> and <https://bit.ly/2u9Ydzc>) **In order to participate**:
  1. **Physical**
  2. **Concussion Form and CONSENT TO TREAT-**
- Health & Accidental Insurance (Insurance Waiver - Insurance can be purchased through the school; see [ankenyschools.org/Page/4257](https://www.ankenyschools.org/Page/4257))
- Be in Compliance with the School's Policies regarding:
  1. Academic eligibility requirements
  2. Substance Abuse & Inappropriate Conduct (See student handbook on substance abuse and inappropriate conduct)
  3. Non-School Participation Activities (Please refer to the student-athlete handbook for more details)
    1. Tennis players may participate in non-school extra curricular activities while participating in District extracurricular activities, if this participation does not conflict with the Ankeny High School Boys Tennis Program. Extra curricular activities should not conflict with practices and meets, jeopardize your amateur status, and should not be physically demanding to where your tennis is negatively affected.
    2. If a special circumstance interferes with tennis, you need to submit a Non-School Participation Waiver Request Form a week in advance to the coach and Athletic Director.

## EQUIPMENT

- **Tennis Racquet(s)**: Two rackets, preferably both being the same kind of racket and both having new strings.
- **Court Shoes**: Shoes that provide ample ankle support, have tread on the bottom of the shoes to avoid slipping, and please avoid shoes that will leave marks on the courts.
- **Meet Attire**: You will wear team uniforms to all meets. If the team uniform is not worn, you will be given one warning. If the team uniform is not worn after receiving a warning, you will not be able to compete in the meet.
- **Practice Attire**: Wear appropriate attire given the conditions. Be prepared for all weather because we will practice outside as much as possible. You will be expected to dress appropriately. Bring gloves, hats, warm clothes, etc. Jewelry (including earrings) is not allowed while playing unless you have a doctor's note!

## TEAM REQUIREMENTS

- **Attend Practices:**
  - **General Practice Information:**
    - Start Date: Monday March 11, 2019
    - Optional Practices:
      - Policy: If a practice is deemed an optional practice, members of the team are not required to attend. These practices are intended to be an additional opportunity for those able to attend, not an obligation. Please do not change vacation or similar plans to attend these practices.
      - Timing of Optional Practices:
        - Spring Break Practices:
          - Friday, March 15<sup>th</sup> thru Friday, March 22<sup>nd</sup> is Spring Break.
          - All Spring Break practices are optional.
          - Times may be updated, but we currently are planning on having optional practices Friday, March 15<sup>th</sup> from 4-6, and 2-3 other times to be determined.
  - **Varsity Practice:**
    - Starts at 4:00 pm. (Late arrivals must be pre-approved by the coaching staff.)
    - Practice duration will vary depending on a number of items, but we will aim for being done by 6 PM on most practice days.
    - Practice will be every day of the school week (Monday through Friday) except for days on which the team has a meet or other event.
  - **Junior Varsity Practice:**
    - If the team has more than 30 participants, we will have separate practices for junior varsity.
    - The times and details of those JV practices will be determined based on the number of participants.
- **Absences From Meets, Practices and/or School**
  1. **Excused from required practice:** Requires a verified note from a parent, legal guardian, doctor, or have communicated *in writing* to Coach Smith stating in advance why you will miss a practice or a meet. If you are ill, call the high school and then let Coach Smith know in writing you will be gone.
  2. **Unexcused from practice:** Includes not letting the coaches know you will be absent ahead of time (unexcused examples include: tardiness more than 5 minutes, work, detention, didn't bring clothes, Senior pictures, Driver's license or school permit application and testing, not notifying the office 24 hours ahead of time of a doctor or dentist appt., etc.)
    1. First Offense - warning
    2. Second Offense – miss one meet
    3. Third Offense - dismissal from the team
  3. **Missed School Time:** Let teachers know ahead of time when you have a meet. Make-up work needs to be made up as soon as possible. If this becomes a problem, this can keep you from going to away meets.
  4. **Illness on Day of Practice/Match:** Students who are not in school all day because of illness, a doctor or dentist appointment or coming to school late cannot practice or play in a meet if the high school office is not notified 24 hours in advance. Other than illnesses, absences due to such a failure to notify the high school office in advance of an appointment will also be considered an unexcused absence.
- **Reporting Injuries:** You will be sent to your family doctor unless parents specify elsewhere.

- **Attend Meets and Other Team Events:** Players making the varsity team and those JV players that are scheduled to play in the JV meets are expected to attend all team meets. Our first meet of the year is a road dual meet in Ottumwa on April 2, 2019. We first will play Valley High School at 2:30, and then we will play Ottumwa High School at approximately 4 PM. The rest of the schedule can be found at <https://bit.ly/2VVGrlw>.

## ***SPORTSMANSHIP***

Any misconduct, disrespect, or lack of sportsmanship in practice, meets or other team events will result in a verbal warning or reprimand.

If severe enough or done on purpose, it will result in dismissal or disqualification for that day, plus ineligibility at the next meet. This also includes disrespect for your opponent or coach.

This guide follows the USTA and IHSAA, where the Code of Conduct is spelled out as any unsportsmanlike conduct such as racket, ball or language abuse.

If a player is disqualified or has received a second warning, the player will automatically be disqualified for the remainder of the day, plus the next match.

The coaches will be enforcing this rule. If the coach talks to you about a problem he has with your language or attitude, we expect to see a change! Repeated violations of this policy may remove the privilege of an initial warning and may lead to disqualification without warning.

## ***DETERMINING PLAYER POSITIONS***

The IHSAA has set a code of ethics that states we play our best singles player at #1 and next best at #2, etc. down the line. In order to determine this, the coaches take many things into consideration. This year we will continue to use indicator matches. We will also use a variety of other criteria to determine line-ups, including the following **SAFE** guidelines:

- **Skill:**
  - **Form:** A player's ability to serve, volley, hit overheads, and execute slice, topspin and flat forehands and backhands with excellent technique.
  - **Strategy:** A player's ability to implement different singles and doubles strategies and tactics depending on the circumstances, including different spins, locations, depths, heights, pace and combinations of the above.
  - **Consistency:** The ability to repeat the above form and strategies repeatedly in match play environment.
  - **Match Play Experience:** Past performance in indicator matches, USTA and team meets and other events.
  - **Style of Play / Matchup:** Some players may be a better matchup against certain types of players on other teams. For example, a fast consistent player that can retrieve a lot of his opponent's shots back deep can give a more powerful, but impatient player troubles. Additionally, a player that can hit with a ton of heavy topspin and can finish at the net can give a player that backs up rather than hits on the rise troubles.
- **Attitude:**
  - **Being a Team Player:**
    - Encouraging and cheering on teammates in practices and meets
    - Acts of disrespect towards any team members or coaches will not be tolerated
    - Attending and being on time for practice (including letting the coaches know IN ADVANCE if you can't make a team event)

- Listening Mindset: Listening to advice and critique with a growth mindset (our goal is continual improvement; to achieve that, players must both strengthen their strengths and learn and shore up their weaknesses)
- Positive Behavior / Overcoming Adversity: When adversity hits, will you persevere or quit? Keeping a positive attitude and focusing on controlling the things you can control often determine the outcome of close matches.
- **Focus:**
  - Control what you can control: Keeping a positive attitude and focusing on controlling the things you can control often determine the outcome of close matches. Focusing on moving to receive the ball to the best of your ability, assessing your opponent's court position and weaknesses and executing your shots to the best of your ability is all a player can control.
  - No Fear Tennis: Being able to hit the next shot is the only thing that matters in a match. Too often players focus on past missed shots, which takes their attention away from the only thing that matters—hitting the next shot the best that they can. Staying confident in their abilities and focused on that next shot regardless of past missed shots is critical to tennis success.
- **Effort:**
  - Who is willing to work hard, chase down all balls and give every last effort in competition?
  - How players drill and compete in match-like situations in practices often determines how hard they will compete.

Any of these factors can determine where you play in the line-up or whether you will be held out of a competition.

Coaches have final say in determining the lineup.

### ***GUIDELINES FOR INDICATOR MATCHES:***

- Coaches may request players play an indicator match. Also, players can ask the coach to play an indicator match against another player, but the coach will use his discretion in determining the necessity of the challenge.
- JV challenge matches will be determined by the coaches!
- Beating another player is a strong indicator of relative performance, but it is only an indicator and factors such as those above and whether the match was close have a significant impact on a player's position in the lineup.
- Two out of three sets (7 point tie breaker on first two sets and a 10 point tie-breaker in lieu of the third set) is the preferred match play format, but an eight or ten game pro set with a 10 point tie breaker if tied at the end can be used for scoring if the coach instructs and/or the players both agree in advance of the match.
- Normal match regulations will apply. (They are: 10 minute warm-up, continuous play, calling out scores, code of conduct, etc. If a player has a time constraint, that must be declared to the opponent and coach before the start. If play must be suspended, it will be resumed the next possible practice session.)
- If a player has an injury or illness, his position will be maintained as long as the coaches feel the player deserves to maintain the position and it is what's best for the team.
- Some players may be better at doubles than singles, such that singles indicator matches may not have much of an impact on the doubles lineups. Additionally, doubles lineups will take into account other factors, such as how well potential partners play together and who is anticipated to attempt to qualify for state in singles versus doubles.

- The coaches reserve the right to deny a challenge match if we feel it isn't necessary or is detrimental to the team.

Please remember, the coaches can decide to move players around or pull players from the line-up if necessary or for disciplinary reasons, especially if we feel there's a lack of hustle, someone's not trying, or someone is giving up. Every practice, scrimmage, and game should be taken seriously.

There will always be head-to-head competition between teammates. Unfortunately, personal ambition can also produce bitter rivalries. To avoid rivalry we ask that you set aside personal aspirations and support everyone in reaching their potential for the betterment of the team. This means don't support one teammate over another.

## ***DAYS OF THE MEET***

- Home Meets
  - At home meets, Varsity and JV players will play at the Prairie Ridge Tennis Courts. Always report the final scores to the head coach when the match is over. We encourage the team to build a tradition of players and coaches regularly eating with each other after meets. I expect everyone to support their teammates as they play. I also expect everyone to stay until the meet is over.
- Away Meets
  - At away meets, everyone must ride the suburban or bus to and from the meet. The only exception is if a parent provides a note and speaks to the coach, then the player may ride home with his parents. (If you miss the ride to the away meet, you will not play in that meet and could miss the next meet.)
- All players
  - All players participating in the meet will be expected to stay and support their teammates for the entire meet! I expect Varsity players to support JV players and JV players to support the Varsity. We expect players to support all their teammates-not socialize in one large group.

## ***CO-CAPTAINS***

The purpose of captains is to provide leadership and togetherness. They will lead by example and will have the responsibility of conducting warm-ups/stretching at the start of every practice. They will also be expected to help out coaches when needed or to interact with players who may be having problems.

## ***TENNIS BANQUET***

At the end of the year we will hope to have some type of team outing. The site has yet to be determined, however, the date will be in June. At this time, the coaches will be presenting awards to several JV and Varsity players. Please plan on attending. I encourage and hope everyone will attend!

## ***GOALS AND EXPECTATIONS FOR THE YEAR***

- GOALS:
  - WIN AS MANY TEAM MEETS AS POSSIBLE
  - WIN CONFERENCE

- SEVERAL INDIVIDUAL STATE QUALIFIERS
- QUALIFY FOR TEAM SUB-STATE
- MAKE IT TO TEAM STATE
- WIN TEAM STATE
- EXPECTATIONS:
  - We are looking forward to this season. Even though we lost many of our varsity letter winners to graduation, we strive to accomplish the goals that are stated above.
  - We will be looking to our upper classmen to provide the leadership needed to obtain these goals.
  - In order to reach these goals, EVERYONE will need to push themselves and their teammates in every practice and every game.
  - You need to believe in your abilities and be mentally tough.
  - To be a champion you must act and practice like a champion!
  - Mental toughness is huge in tennis.
  - You have to believe you can win, be confident, compete hard and don't ever give up.
  - We look forward to a great season!
  - TEAM UNITY = TEAM STRENGTH
- BUILDING GOOD CHARACTER
  - DISPLAYING GOOD CHARACTER – Character is how you handle yourself on and off the court. Individuals who display excellent character are successful in life. This means both (a) treating your opponent with respect no matter how inferior or rude the player/players may act and (2) treating your teammates and coaches with respect. This year I want to be a team that shows composure and has the attitude to win. This year, let your actions speak for you. This year and in years to follow, a goal of the Ankeny Hawk tennis program is to exemplify great character!

## ***ANKENY HAWK BOYS TENNIS VARSITY LETTERING***

- Players must earn 25 points in order to earn a varsity letter.
- Points will be awarded as follows:
  - 10 points for each varsity singles and/or 5 points for each varsity doubles match
  - 3 additional points for a win
  - Tournaments are worth 15 points with an extra 3 points for a top three finish
  - Points can be awarded for additional reasons. (Example: meetings attended, leadership, going to tournaments)
- The coach can recommend a letter be given to a player for his contribution to the team. (For example, a senior who has played tennis for 3 or 4 years on the team and didn't have enough points to earn a letter.)

## ***BULLYING AND HARASSMENT***

Bullying will not be tolerated in Ankeny Schools. The District is committed to upholding the required state policy on bullying and harassment. The District however has adopted a policy that goes further in protecting students against bullying. Learn more about the District's action steps toward eliminating bullying in our schools by reviewing the website.

Harassment and bullying of students and employees are against federal, state, and local policy, and are not tolerated. The state defines harassment, bullying, hazing, or any other victimization of students, based on any of the following actual or perceived traits or characteristics, including but not

limited to, age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status is prohibited. Review the District's local policy addressing bullying behavior. Complaints about bullying and harassment begin at the building level. The complete Board policy #504.43 as well as the complaint form, #402.13F is available at the district website: [www.ankenyschools.org](http://www.ankenyschools.org). If you have questions about this law, please contact the Chief Human Resources Officer for the Ankeny Community Schools. Complete text of the law and additional information is available on the Iowa Department of Education website: [www.educateiowa.gov](http://www.educateiowa.gov).

**IOWA HIGH SCHOOL ATHLETIC ASSOCIATION HAZING POLICY** The Iowa High School Athletic Association believes all individuals should be treated with respect and dignity. Students should be able to participate in IHSAA-sponsored programs in an environment free from any behavior that is intimidating, hostile, offensive, or dangerous. Each member school is responsible for taking such action and enacting such policies as may be necessary to address incidents of hazing and to ensure such conduct is prohibited. Policies enacted by schools should be in accordance with sections of the Iowa Code that address hazing. HAZING Iowa Code Section 708.10 1. a. A person commits an act of hazing when the person intentionally or recklessly engages in any act or acts involving forced activity which endanger the physical health or safety of a student for the purpose of initiation or admission into, or affiliation with any organization operating in connection with a school, college, or university. Prohibited acts include, but are not limited to, any brutality of a physical nature such as whipping, forced confinement, or any other forced activity which endangers the physical health or safety of the student. b. For purposes of this section, "forced activity" means any activity which is a condition of initiation or admission into, or affiliation with, an organization, regardless of a student's willingness to participate in the activity. 2. A person who commits an act of hazing is guilty of a simple misdemeanor.

**Violation of team rules may cause you to miss one or more meets or may result in dismissal from the team.**