

BURBANK HIGH SCHOOL BASEBALL
2025

TEAM HANDBOOK



INTRODUCTION

The primary purpose of this handbook is to acquaint you with the policies, philosophies, and expectations of the Burbank High Baseball program.

You are responsible for reading, understanding, and knowing the complete contents of this handbook. If there is something within these pages that you do not understand, please bring it to a member of the coaching staff immediately.

Bob Hart, Head Varsity Coach

Tony Ciccone, Assistant Varsity Coach

Craig Sherwood, Assistant Coach

Michael Machado, Assistant Coach

Mike Leclair, Assistant

Len Leake, Assistant Coach



BHS Baseball Code of Conduct

Burbank High Baseball has been a long-standing tradition in the community for more than 100 years. Before you, there have been many upstanding, hard-working men who have worn the uniform with pride. Our annual Alumni Game is a testament to the storied history of our program. Playing for Burbank High is a privilege, not a right. The goal of the program is to foster an environment where individuals can work as a team. The following team rules and code of conduct are an important part of our program. These rules will be enforced as an addendum to the BUSD Student Handbook.

Rules and Regulations

I. Academics

- A. All players should maintain passing grades in all courses, at all times, during the spring semester. If your name appears on the F list, additional consequences may be applied as outlined in Section III.
- B. Other academic standards will apply in addition to the BHS Baseball team's Code of Conduct.

II. Absences/Tardiness

- A. All players will report to games and practice sessions in appropriate attire with all required equipment, on time.
- B. Players are required to notify their head coach prior to an absence or tardiness or it will be considered unexcused.
- C. Unexcused absences or tardiness will be dealt with immediately and without regard to the value of the player or the success of the team. Detention/suspensions at school are considered unexcused.
- D. These behaviors will be addressed as outlined in Section III.

III. Penalties

- A. In any one season:
 - 1. 1st offense-on field activity at the discretion of the coaching staff (ex: extra physical conditioning).
 - 2. 2nd offense-suspension from games and practices at the discretion of the coach.
 - 3. 3rd offense-potential termination from the team for that season.
- B. Any level of penalty, including immediate termination from the team, may be applied at the discretion of the Head Coach should he believe that the offence was serious enough to warrant that penalty.

IV. Appearance

- A. Players will report to games and practices with neat, "tucked away" hair and well groomed sideburns and/or facial hair.
 - B. There will be no jewelry worn at practices or games.
 - C. Players will report to practice with all required equipment, including long pants and shirts, unless otherwise instructed.
-

- D. Players will report to games in a clean, full uniform. Equipment or uniform items may not be borrowed from another player. Items will include:
 - 1. Uniform pants, uniform shirt, and cleats.
 - 2. Appropriate safety equipment, colored undershirt, belt, and socks/stirrups.
 - 3. Team cap.
- E. Failure to come to the field prepared to play with the necessary uniform and equipment will be addressed as outlined in Section III.

V. Attitude

- A. Burbank Baseball players and coaches will foster an attitude of respect for each other and attempt to make each other the best players and coaches that they can be. This will apply to both on and off the field. No player should consider himself above or better than any other team member.
- B. The locker room, buses, or other any other form of transportation are considered an extension of the playing field.
- C. Cursing, demeaning, or other foul language will not be tolerated.
- D. There will be no fighting or taunting of anyone at any time. This included team members and non team members alike.
- E. BHS Baseball players will not vocalize, comment, or gesture in any way to opponents, fans, or umpires.
 - 1. This includes parents from the stands. Negative comments to umpires do not help our team. Please let the coaches handle this. If you feel you need to continue to interact in any way with umpires before, during, or after the game, the coach or administrator will have you removed from the field. Again, please understand that your complaining about umpires or their calls does NOT help us.
- F. These behaviors will be addressed as outlined in Section III.

VI. Care of Equipment

- A. Players are expected to care for their own equipment and not to use anything belonging to anyone else without their permission. There may be a penalty imposed for equipment left at games or practices. This will be outlined at the beginning of each season.
- B. While we understand normal wear and tear from use, team equipment, or apparel that is abused (i.e. helmets, bats, uniforms, catching gear, etc.) will be paid for by the individual(s) involved should that equipment need to be replaced due to said abuse. Players may be suspended from the team until appropriate payment is made. Lesser forms of abuse (i.e. throwing equipment out of frustration) are also unacceptable.
- C. Unacceptable behaviors will be addressed as outlined in Section III.

VII. Respect Toward Opponents/Umpires

- A. Burbank High Baseball is well respected by other coaches, teams, umpires, reporters, and scouts. We intend to continue to earn and maintain this level of respect. No player or coach is bigger than our team.
-

- B. We will treat all opponents with respect. BHS players and coaches are expected to cheer for their teammates. Opponents are to be congratulated for outstanding play. There will be no taunting, “trash talking”, or other disrespectful behavior. Problems encountered with regard to the other team’s behavior should be answered with silence and reported to the coaching staff or administration for further action.
- C. Umpires will be addressed as “Sir” in a respectful tone of voice. Addressing the umpires by name or other term (ex: “Blue”) is not acceptable, Players will not argue with umpires. Coaches will handle all disagreements.
- D. Unacceptable behaviors will be addressed as outlined in Section III.

VIII. Tryouts

- A. In the event that trouts are needed to meet limits for teams at any level, the Head Coach will have final say on all decisions. Criteria will be both objective and subjective. Attitudes and behavior (on and off the field) will be considered. Coaches will attempt to meet with any player that is cut in an attempt to suggest ways to improve his level of play and will be encouraged to tryout again the following season.

IX. Appeals

- A. The decisions of the Head Coach are final. Any appeal should be made to the Director of Athletics at Burbank High School.

X. Acknowledgement

- A. Players will not be allowed to participate without the signed Acknowledgement included at the end of the Player’s Handbook. Both players and a parent/guardian must sign, agreeing to the rules, regulations, and expectations of the Burbank High Baseball Program as outlined

Team Leaders

Studies show there are 7 characteristics that lead to excellence in
Team Leaders

- 1.** They have very high personal standards.
- 2.** They are mentally tough, especially in times of adversity.
- 3.** They build team chemistry.
- 4.** They help take and have the pulse of the team.
- 5.** They manage conflict and resolve issues.
- 6.** They help new players get acclimated to the program quickly.
- 7.** Great leaders insure the team does not engage in senseless or harmful activities.

“The emotions distributed by a leader will have a direct impact on a team. Great leaders inspire optimism, forgiveness, and gratitude”

-Terry Pettit

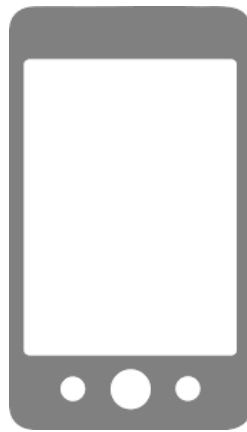
Leadership

R-O-L-E M-O-D-E-L-S

- Responsible: Be serious about your duties and responsibilities and complete them in a timely and detailed manner.
 - Objective: Set aside personal feelings, listen, and give feedback with an open mind.
 - Liaison: Be able to communicate with players and coaches. You are the voice of the team in both directions-coaches to players and players to coaches.
 - Example: Display a strong sense of character, integrity, and work ethic in your efforts as a student, athlete, and person.
 - Mature: As a team leader, you will be more visible than most of your teammates. It is important that you represent your team and school with respect and honor.
 - Opportunistic: Take advantage of moments to praise, celebrate, or constructively correct a teammate's behaviors.
 - Disciplined: Our team will go where our leaders lead them. Your ability to show self discipline, along with a positive work ethic, behaviors, and emotions, will be central to the success of the team.
 - Ethical: Make sure your actions and conduct model our team philosophy and expectations.
 - Leader: Be a leader both on *and* off the field. Where you lead, we will follow!
-
-

Cell Phone Policy

- All cell phones are to be left in the Coaches office during all practices and games.
- Athletes may retrieve their phones at the end of practices and after games.



Game Day Conduct

- This is your day to display of all your hard work, along with your teammates.
- Know which uniform you will be wearing for the game and make sure it is clean and in good repair.
- Come to the ballpark rested, nourished, and in the right mental frame of mind to compete.
- Be dressed in full uniform and have equipment ready for pregame.
- Warm ups are important! Take pride in them. The way you warm up says a lot to your opponent.
- Let the coaching staff do the communicating with the umpires- you concentrate on playing.
- Respect your opponent and the game.
- Play with passion and enthusiasm.
- Sprint on and off the field.
- No throwing bats, helmets, or other gear.
- No food other than sunflower seeds, energy/granola bars, water, or sports drinks are allowed in the dugout during games. Make sure to eat prior to leaving for the game. If you are unsure what is acceptable, please see a coach.
- All players are to remain on the field or in the dugout during games. No trips to the stands or locker room (if home game) will be permitted.

PLAY TO WIN!

Practice Policy

- Be on time.
- Be present and aware. When you are here, we want all of you!
- NO ONE misses a practice, meeting, or other team function unless excused by Coach Hart.
- Practices missed due to injury or illness must be verified by a note from a doctor or parent.
- Injured players are required to attend practices.
- All treatments or taping for illness or injury will be done prior to the start of practice.
- Only team shirts with grey practice pants may be worn during practice.
- All shirts will be tucked in and all jewelry removed prior to the start of practice.
- Cell phones will be stored prior to practice.
- Always do your best.

Absence & Tardy Policy

Being held accountable for one's actions and the reliability of doing what is required are very high standards for BHS Baseball. As a student-athlete at Burbank High School, the position comes with many demands and responsibilities.

The consequences for unexcused absences or tardiness to team events will be the following:

Miss the Next Day

Practice = 10 Foul Poles

As a student-athlete, it is your responsibility to schedule study sessions, tutoring, make-up tests, doctor and dentist appointments etc. so they do not interfere with practice or game times.

Repeated absences or tardiness will result in additional consequences at the coaching staff's discretion, including benching or dismissal from the team.

0-3 Unexcused Absences = A

4-6 Unexcused Absences = B

7-10 Unexcused Absences = C

10 or more Unexcused Absences = D

Team Travel

- Be early for all departure times.
- It is your responsibility to make sure your equipment is placed in the vehicle in which you are traveling in.
- No loud voices, roughhousing, or unsafe behavior is allowed on the team bus.
- Think of others first. Be conscientious with regard to your noise in public places.
- Leave your environment in equal or better condition than you found it. This includes restaurants, buses, and dugouts.
- Music, cell phones, etc. will be turned off once we exit our transportation and start the walk to the field.
- Families may go to dinner with us. We are a family friendly team; however, the team will always sit together.
- We only have ONE chance to make a first impression. Make a good one!

Team Locker Room

- The purpose of the team locker room is to provide a place for players to dress and store their belongings. Engaging in inappropriate behavior, being disrespectful of teammates' privacy or disrespecting others' personal belongings will not be tolerated.
 - The team locker room is off limits to outsiders on practice and game days. For those who would like to show the team room to family or friends, please get permission from the coaching staff first.
 - Each player will have a designated locker within the team room to store and lock personal belongings. Personal effects must be kept there.
 - Cleats are not to be worn in the locker room.
 - Bat bags and equipment are not to be left on the floor.
 - The team room is the players' responsibility to keep clean. It will be swept out each day.
 - The cork board is for posting notices, practice schedules, or information that Coach Hart deems necessary. Do not put anything on the board unless requested to do so by a coach.
 - The door to the team room will be closed once practice and games start. This is to insure your personal effects are secure.
-
-

Social Networking Policy

Playing and competing for BHS Baseball is a privilege not a right. Student-athletes in our program are held in high regard and are seen as role models within the school community. As leaders, we have a responsibility to portray our team, our school, and ourselves in a positive manner at all times.

Student-athletes may not be aware that third parties, including media, future employers, NCAA officials and others can access their Facebook, Twitter, Instagram, Snapchat, and other social networking profiles.

If a student-athlete's profile and its contents are found to be inappropriate in regard to school and team policies or shed a negative image upon the program or the school, disciplinary action may be taken, including suspension and or removal from the team.

Academic Tips

Being a student is your first responsibility as a member of the BHS Baseball program. Your education needs to be a top priority!

- Unexcused absences or excessive tardiness in classes may result in disciplinary action and in extreme cases, suspension or removal from the team.
- GO TO CLASS! If you fail class due to lack of effort, disciplinary action will be taken.
- Oh, yes... You should always STAY AWAKE and LISTEN in class. We are asking that you give your best effort in the classroom.
- Sit in the first three rows in class. The view is better.
- Ask for help when you need it! Do not wait until it is too late. We have team mentors who are willing to help you.

The Team Behind the Team

The team behind the team is our support system. It consists of family members, friends, fans, faculty, administration, our Booster Club, and our sponsors. These people work tirelessly to support BHS Baseball in a variety of ways. Their reward is watching a highly motivated program compete at a high level every year and knowing that their support allows us to do so.

If you see one of these people (trust me, they will be easy to spot), please let them know how much you appreciate all their time and effort!

We are fortunate to have many sponsors who donate to our program. Please support their businesses whenever possible.



Essential Qualities of a Team Player

- ❖ **Adaptable:** If you won't change for the team, the team may change you.
 - ❖ **Collaborative:** You have to work together before you can win together.
 - ❖ **Communicative:** Learn to share ideas in a respectful way. Listen with an open mind.
 - ❖ **Competent:** If you can't, your team won't.
 - ❖ **Committed:** There are no half-hearted champions.
 - ❖ **Dependable:** Teams go to "go-to" players.
 - ❖ **Disciplined:** Where there's a will, there's a win.
 - ❖ **Enlarging:** Adding value to teammates is invaluable.
 - ❖ **Enthusiastic:** Your heart is a source of energy for the team.
 - ❖ **Intentional:** Make every action count.
 - ❖ **Mission-Conscious:** The big picture is coming in loud and clear.
 - ❖ **Prepared:** Preparation can mean the difference between winning and losing.
 - ❖ **Relational:** If you get along, others will go along.
 - ❖ **Self-Improving:** To improve the team, improve yourself.
 - ❖ **Selfless:** There is no "I" in team.
 - ❖ **Solution-Oriented:** Make a resolution to find a solution.
 - ❖ **Tenacious:** Never, never, never quit!
-

Life Lessons Learned on the Ball Field

- 100% effort and positive attitude.
- Be aware. It's either positive or poison that comes out of your mouth.
- Priorities: Family, School, Sports. It's that simple.
- Hustle doesn't ever take a day off. Get 1% better each day.
- Sit in the first rows in school and life. Lead from the front.
- Live the 33% rule. Hang with the top third people. They are dream makers. Middle third
- blow in the wind. Bottom third suck the life out of you.
- Good talent is flexible. You are more gifted than you think.
- The game, like life, will test you. Have resolve and rise to the challenge.
- Daily Inventory. Say 3 positive things about yourself every day in the mirror.
- Pick diamonds. You are a reflection of your friends. Pick good ones!
- The game will test you. Love it unconditionally.
- Work hard every day. Celebrate competition. Focus on the process.
- Honor the game. Hustle on hits *and* outs.
- Play like a senior. The game doesn't know how old you are.
- Master the fundamentals. The game will pay you back.
- Teammates. If you don't love them, you must find a way to respect them.
- Love the anticipation! Waiting for the game takes the longest amount of time.
- Competitive greatness never looks at the score.
- Give 100% of what you have. Sad, sick or injured.
- Anticipate the play on defense. Always have a plan A and B in your head.
- You learn nothing when you do all the talking.
- Dress sharp, be smart, and take care of your equipment.
- Umpires aren't perfect. Get over it! It is the human element of the game.
- If you play on a team, you commit to being #2 in your own life. Team first!

Defensive Philosophy

- Defense wins championships.
- Be prepared. Have Plan A and Plan B in your head at all times.
- Know where you are going with the ball.
- Know who has the ball, who has the bag and who has the back-up at all times.
- Play with your feet first.
- Communicate. Know the defensive priorities.
- Never commit an error under your glove.
- Make all the routine plays. No four out innings.
- Get the lead runner whenever possible.
- Back runners cannot replace lead runners.
- Play with desire. Every ball matters.

Offensive Philosophy

- Object of the game is to score more than your opponent.
- “Pass the bat” mentality.
- Get on, move him over, bring him in.
- Strikeouts and pop ups are useless.
- Focus on having a quality at bat.
- Do all of your thinking *before* stepping into the batter’s box.
- Be a clutch hitter.
- Be a great base runner.
- Master the short game-all championship teams do.
- Put pressure on the defense. Don’t let them get comfortable.
- Play the game, don’t work the game.
- Focus on the current pitch. Nothing else.
- Embrace the pressure & expect success.

90 feet and turn left.

It’s a simple game. Don’t overthink it!

Hitting Philosophy

- A batter's swing is personal. Understand yours.
 - Have a plan for practice and games.
 - You will see better pitches early in the count. Be ready!
 - Once in the batter's box, see the ball, hit the ball.
 - Yes, yes, yes.
 - You must have a process to release negative thoughts, energy, and pressure to get ready for the next pitch.
 - Situational hitting wins games.
 - Hitters must be selfless, accountable, and confident.
 - Be mentally tough. You must be able to recover from a negative event quicker than the game requires. The ability to focus on the current pitch is crucial.
 - With runners in scoring position, a hitter must be ready to hit the first hittable pitch. If the first pitch is down the middle, you better swing!
 - Understand the difference between good walks and bad walks.
 - Master all short game skills.
 - Get it done when it matters.
 - Use pregame to establish rhythm and timing. Observe the opposing pitcher if possible and take some practice swings.
-
-

Short Game Philosophy

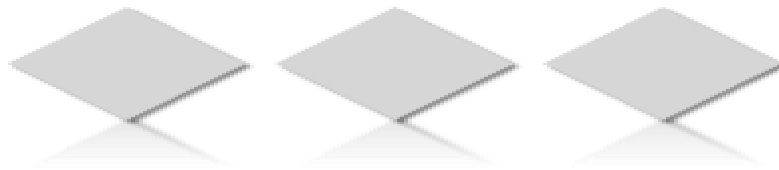
- Championship teams master the short game skills.
- Short game puts pressure on the defense.
- Team bunting foundation should be standard and consistent.
- Hit and run, bunt and run, slash and run...the hitter must protect the runner. The base runner is treating these as a straight steal.
- The batter must commit to fake bunt or slow swing to protect a base runner.
- Be aggressive on the bases. Take 2 whenever possible.

Practice Philosophy

- Practice is everything.
- Practice does not make perfect, practice makes permanent. If you practice with bad habits, you will play with bad habits.
- Practice must be productive and competitive.
- No “Bare Minimum” players.
- Practice at game speed.
- Mastery of basic fundamentals is the key to playing championship softball.
- Compete daily.
- Practice every situation repeatedly.
- Be self-disciplined in your daily work habits.
- A great practice **REQUIRES** a great attitude.
- Move quickly between stations and drills.
- Practice communication-both verbal and signs daily.
- Encourage your teammates!

Game Philosophy

- Play at a high energy level.
- Win every inning.
- Commit 100% to the game plan.
- Commit to an individual hitting plan.
- Pressure the opponent at every opportunity.
- Acknowledge all signs.
- Communicate.
- Trust your training and preparation.
- Everyone has a role.
- Focus on one pitch at a time.
- Answer back. Anytime our opponent scores, we must answer with a score of our own.
- Have fun-It's Show Time!



Acknowledgement

Upon receipt of this handbook, it is understood that you accept responsibility for the guidelines, rules, and policies contained within.

I look forward to coaching championship caliber players and I am excited to see the success I know this team will enjoy.

Please take the responsibility of being a part of the BHS Baseball family seriously. Our program is something to take pride in. Every time we step on the field, we are representing those who have competed before us, as well as our school.

We want to be known as leaders, not only in our sport, but in our school, and in our community.

Sincerely,

Coach Hart

PLEASE CUT AND RETURN THE PORTION BELOW BY SEPTEMBER 20, 2019

I have read the Burbank High School 2025 Player's Handbook. I understand and agree to the policies within. I also understand that not following the rules or expectations, as explained, may result in disciplinary action, including the possibility of being removed from the baseball program.

PLAYER NAME _____

PLAYER SIGNATURE _____ DATE _____

PARENT/GUARDIAN NAME _____

PARENT SIGNATURE _____ DATE _____