

LCA
Athletic
Handbook



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CODE OF ETHICS

A code of ethics is a set of ethical principles and standards designed to guide a group of people in taking acceptable and approved action. The following code of ethics is hereby set forth for coaches:

All coaches are expected:

1. To understand that the purpose of interscholastic athletics is to promote the physical, mental, moral, and social well-being of the students.
2. To set an example of good conduct for his/her team members, students and public by acting in a sportsmanlike manner at all times, by not using tobacco products, smoking of any kind and using profane language while supervising an athletic team.
3. To respect the decisions of officials and remain undemonstrative in accepting these decisions.
4. To be courteous to visiting teams and officials
5. To strive for a good working relationship with the opposing coaches, school personnel, and the press.
6. To achieve a thorough knowledge and understanding of the rules (and the spirit of the rules) of the game.
7. To build relationships with athletes and parents, to be firm but fair in disciplining athletes
8. To teach athletes to win with dignity and lose with grace.
9. To prohibit profanity and obscene language at all times.
10. To counteract unfounded rumors of questionable practices by opponents, to establish the truth and to refer them directly to the authorities of the school concerned.
11. To refrain from criticizing the actions of the officials before players, spectators, or press.
12. To attend church on a regular basis.
13. To help build character and prepare our athletes for life after high school.
14. Not criticizing other coaches to parents or engage in conversation criticizing parents or coaches.

GENERAL ATHLETIC ADMINISTRATIVE POLICIES AND RESPONSIBILITIES

The coach is completely responsible for the behavior, safety, and welfare of the members of his/her squads during practices and games.

The following suggestions are made to coaches for handling members of their squad in all game and practice schedules:

The coach should expect team members:

1. To attend practices and be punctual unless he/she has a reasonable excuse
2. To practice good health habits such as maintaining a clean locker room, as well as equipment clean.
3. To avoid horseplay.
4. To Respect all game officials.
5. To be properly dressed for games and practice.
6. To develop good study habits and work to their potential in all classes.
7. To keep their testimony to Christ and teammates.
8. Disrespecting teachers will not be tolerated at any time.
9. Do not make excuses for my behavior.
10. Forgetting a uniform is not acceptable. You are issued a uniform if you forget it you don't play.
11. To observe all school rules.

The coach should:

1. Know the health status of players at all times, give proper attention to all injuries, notify parents of a team member about any injury, and accompany student to hospital if no parent is present.
2. Keep readily accessible emergency forms for each athlete.
3. Maintain complete control of team members at all practices and games.
4. Supervise players at all times, during practices, on the field, in the locker room, and on the bus or van.

5. Report all problems to the Athletic Director.
6. Have a Dr's note releasing an athlete after a major injury that he/she has been treated for.
NO exceptions.

EXTRACURRICULAR POSITION DESCRIPTION

HEAD COACH

Organizational Relationship:

The athletic director shall be directly responsible to the high school principal for the execution of his/her responsibilities.

Duties and Responsibilities:

1. To assist the athletic director and principal in the hiring and or/retention of assistant coaches.
2. To direct, supervise and evaluate regularly the performance of all assistant coaches of the respective sport.
3. To work cooperatively with the athletic director to assure proper insurance coverage for all athletes.
4. To work cooperatively with other head athletic coaches in order to operate a well-balanced athletic program.
5. To foster among the participants and spectators an appreciation of the values of athletics, a desire to win, and attitude for good sportsmanship, and a sense of pride in self, team, school, and community.
6. To direct the training, conditioning, and performance of the varsity athletic team and to lead, supervise, and assist the assistant coaches in their efforts with teams assigned to them.
7. To act as a positive influence upon the behavior of members of his/her athletic staff and teams.

8. To be present and personally direct the team at all varsity contests and to be present at as many junior varsity contests as possible. He/she will also be responsible for the supervision of his/her athletes at invitational meets or post-season competition.
9. To advise the athletic director in the selection and performance evaluations of officials.
10. To recommend to the athletic director the type and amount of equipment and supplies needed to conduct the sports program. To provide for the inventory and care of equipment.
11. To advise the athletic director of the condition of athletic facilities and needs for their preparation and maintenance.
12. To assist the athletic director to ensure that lists of all players eligible for athletic contests are prepared and maintained under rules of the official organization.
13. To recommend to the athletic director and/or principal the removal of athletes from the teams(s) when training or eligibility regulation have not been met.
14. To ensure that all athletes have undergone and passed medical examinations before the regular practice season begins.
15. To organize a system for encouraging students to try out for his/her team and to develop and recruit equipment manager(s), scorekeepers, statisticians, ball runners, etc. for all teams.
16. To collect and keep on file records, statistics, news items and photographs for the athletic teams under his/her supervision.
17. To recommend to the school those students who qualify for varsity letters, and/or certificates and awards.
18. To recommend to the athletic director, upon request, prospective coaches.
19. To perform other duties related to the position of head coach as requested by the athletic director.
20. To report games results to local newspapers and the athletic director.
21. To fill out conference/school game reports and arrange for the athletic director to fax/ email to the league representative.
22. To have team devotion prior to the game.

23. Report scores to the athletic director for posting on conference and school sports web site.
24. Choose an athlete of the week when requested from athletic director.
25. Collect all athletics fees prior to participation.
26. To have a detailed plan for each practice.
27. To be aware of legal responsibilities and take precautions against any negligence.
28. To purchase no equipment or supplies without the approval of the athletic director.
29. To consult with the athletic director **BEFORE** doing any fundraising.
30. To make sure **ALL** team members help with game set-up and tear-down before leaving the gym.

EXTRACURRICULAR POSITION DESCRIPTION

ALL ASSISTANT COACHES

Organizational Relationship:

All other coaches shall be directly responsible to the head coach for execution of his responsibilities.

Duties and Responsibilities:

1. To work cooperatively with the head coach in order to operate a well-structured program.
2. To work cooperatively with the athletic department.
3. To attend all meetings prescribed by the head coach during the season.
4. To carry out specific duties designated by the head coach.
5. To recommend equipment and supplies needed for the implementation of sports program.
6. To recommend suggested disciplinary actions regarding players violation training rules and procedures.
7. To foster among the athletes a desire to win, an attitude of good sportsmanship, personal pride, and pride for their school and community.
8. To perform other duties related to the position of assistant coach as requested by the athletic director.

9. To read and understand any conference handbook and National Federation rules.
10. To read and understand the Coaches and Student Athletic Handbook.

Methods of Coaching and Practice:

1. To use professionally sound coaching methods.
2. To explain carefully and to demonstrate fundamentals.
3. To teach at the level players are able to understand.
4. To consider individual differences in both ability to learn and to perform.
5. To be well acquainted with physical, social, mental, and psychological make-up of all players.
6. Pray before each practice.
7. Be an active encouragement.

ELIGIBILITY OF ATHLETES

In order for a student to participate on an LCA athletic team each athlete must have satisfied all of the scholastic eligibility requirements prior to participation.

These regulations state that all athletes:

1. Cannot receive money or awards for playing.
2. Cannot be 19 on or before August 1st of the current year.
3. Must pass five courses the previous semester and be currently taking five courses.
4. Must not have more than a total of eight consecutive semesters of eligibility after he/she enters the 9th grade for the first time.
5. Must abide by the school training rules.
6. Must attend school the day of the game, and must be in school by 10:00 am unless he/she has an administrative excuse or doctor's appointment and provides the school with a doctor's note.
7. Eighth grade students who become 14 years of age by September 1 are eligible for freshman athletics at the high school they would attend.

PREPARATION BEFORE THE FIRST PRACTICE

A meeting will be held for all students trying out for a sport in accordance with VHSL injury parti regulations. At this time, training rules, criteria for lettering, expectations and requirements for all athletes will be explained.

Before the first practice, the following forms must be turned in by the student before he/she can start practicing.

1. LCA Athletic physical Form
2. Signed Training Rules/What Expected of Athlete and Parent.
3. LCA Athletic permission form,
4. LCA Emergency cont info.
5. Pay Athletic Fee of \$150.00 Home school athletes \$200.00

Team Morale

1. To create a sense of pride in LCA athletics.
2. To maintain discipline and treat all disciplinary cases consistently.
3. To offer encouragement and constructive criticism when the team is losing and accept defeat as a team without assigning personal blame.
4. To give credit to athletes when the team wins.
5. To prohibit swearing, stealing, lying, drinking, and gambling.
6. To talk frequently to young and inexperienced players to prevent discouragement and to bolster morale.
7. To nurture a pleasant atmosphere and efficient supervision when athletes are dressing.

INJURED PLAYERS

The coach has the responsibility for the welfare and safety of students participating in interscholastic athletics. However it is inevitable that some accidents will occur resulting in various types of injuries. The following procedures for injuries after school hours should be followed:

1. The coach or athletic trainer should take control of the situation. Stay with the injured person, clear the area, and prevent further injury.
2. The coach or Athletic Director determines the seriousness of injury or condition.
3. The assistant coach or any responsible person should call for an ambulance if necessary. Dial 911, give location and type of emergency.
4. The coach, assistant coach, athletic trainer or appropriate personnel must apply immediate first aid. Do not move the injured person suspected of having a fracture,

- back, neck, head injuries or those who are unconscious until trained help arrives with proper equipment and assistance.
5. The coach, assistant coach, athletic trainer or appropriate personnel must call the parent or guardian of the injured person. A list of parent's telephone numbers should be available in the first aid kit for each team.
 6. If a doctor is consulted, a player must submit a written release from the doctor before returning to active participation; this release must include rehabilitation measures if necessary.
 7. It is the athletic director/ head coach's responsibility to keep the first aid kit well stocked and available at all times.

RELEASE FROM CLASS

8. A policy of LCA is to keep to a minimum the number of times a student is given permission to leave class for extracurricular activities. The time that students are to be dismissed for athletic events will be decided by the athletic director after conferring with the principal.

BEHAVIOR ON ATHLETIC TRIPS

Remind athletes that they are representing LCA when they travel to visiting schools and, as such, must be properly dressed and at all times demonstrate scrupulous manners. Athletes are to wear apparel directed by the coach.

USE OF OPPONENTS DRESSING FACILITIES

Coaches should discuss with team members the appropriate conduct when using the dressing facilities of the opponents. Note the general condition of the dressing room both upon arrival and departure to forestall vandalism. Inspecting bags to prevent the removal of items taken as souvenirs may be necessary. In the event of such an occurrence disciplinary actions will be taken.

GO INTO THE LOCKER ROOM WITH THE TEAM AFTER AN ATHLETIC CONTEST. A COACH OR ASSISTANT SHOULD REMAIN IN THE LOCKER ROOM UNTIL ALL PLAYERS HAVE LEFT. MAKE ONE FINAL CHECK OF THE LOCKER ROOMS BEFORE YOU LEAVE. WE **ALWAYS** leave it better than we found it.

USE OF ATHLETIC FACILITIES

All uses of the athletic facilities must be approved by the athletic director and/ or principal.

BUILDING AND LOCKER ROOM SECURITY

Throughout the season, the following procedures will help eliminate any security problems:

1. Instruct students and/or athletes on proper security of their personal belongings. Each student should keep his/her personal items in a locked locker while participating in their activity. Large amounts of money should not be brought to school.
2. Secure office, equipment room and exterior doors in the gym area before leaving especially on Saturdays.
3. Never give students keys to enter the building or rooms.
4. Be sure the lights and showers are turned off windows closed before leaving.
5. Do not permit students to be in the building unsupervised.
6. Confine students to the area of the building being used, i.e., gym, auditorium, music room, etc.
7. Put all practice equipment in its proper storage area.
8. Do not permit outsiders or those not directly involved with your activity to loiter in the area of the building you are using.
9. Do not permit "horseplay."
10. Report any problems to the athletic director and principal.

DISCIPLINARY REPORT DURING THE SPORTS SEASON

The head coach, in each sport, must keep a notebook of disciplinary actions taken on each athlete during the course of the season. Any disciplinary actions become a part of the student's scholastic record. The purpose of this notebook is to provide the athletic director with times, dates, and the nature of the problems. This data can support recommendations for dismissal from a team.

1. Anytime during the course of a sport season when a coach discipline an athlete, he/she must make telephone contact with the parent and notify the athletic director. If telephone contact cannot be made, an email must be sent to the parents with a copy to the athletic director.
2. Procedures for dismissing an athlete from a team after all other avenues have been exhausted include the following.

The coach will meet with the athletic director to give the reason for recommending him/her for dismissal from team.

The athletic director will then inform the athlete, explain the charges, and hear the athlete's response to the charges

The athletic director will make contact with a parent.

The athletic director will then make a decision. If the athlete is to be dismissed, the student and the parents of the athlete will be notified in writing.

POSTPONING GAMES

If a game must be postponed due to weather or any other factor not conducive to good game conditions, the following practices will be followed:

1. The athletic director may confer with the main office and head of transportation.
2. Factors considered in the decision are; Playing conditions of the field, Travel safety for opponents, office, gate workers, students, and fans, Potential damage to playing surface and equipment, Impact on gate receipts, and Safety to spectators and players in or on the school ground, gym, or field.

After considering any or all of the factors, the athletic director and head of transportation will decide to play or postpone the game. He/she will reschedule the game as per league rules on the next possible date and inform the athletic secretary of the change. The Athletic Director will post on the website and inform families.

INCLEMENT WEATHER/HEAT PRACTICES AND/OR GAMES

If bad weather causes schools to close early, or the activity buses are canceled, or schools are closed, all extracurricular activities typically will be canceled.

The only exception to this rule can be made by the principal or his designee.

Hot/Humid Weather:

The athletic director, in consultation with the athletic trainer, will closely monitor the conditions and determine when to cancel or modify practices or games.

Thunder & Lightning:

At the sound of thunder, all outdoor practices and/or games will cease. All player and coaches will remain in a safe place until weather permits. Thirty minutes after last thunder or sight of lightning is the appropriate time to wait before resuming play.

ALL GAMES & SCRIMMAGES

All games & scrimmages shall be made by the athletic director.

OFFICIALS

All officials are assigned by the officials association contracted by the athletic director. The coach shall make recommendations (both positive and negative). In all cases, officials will be hired from the approved list.

Coaches rate the officials after each game while their work performance is still fresh in their mind and keep these ratings on file for future reference.

The Athletic Director will contact the assistant principal with names of officials to write checks to pay officials.

TRANSPORTATION

All athletes will be transported to and from athletic events on school vans provided by LCA or designated vehicles. All vans and designated vehicles are reserved by the athletic director or head of transportation. The coach's responsibility is to have the members of his/her squad ready to board the van at the designated time. The coach must exercise control and maintain proper supervision and discipline of his/her squad at all times.

If at all possible, one coach should be in the front of the van. The coach should have students remove all trash, etc. off the van at the conclusion of the trip.

The van driver/ coach has the authority to maintain proper discipline while on the van. Additionally, the van driver makes the final decision on route of travel, and is responsible for assuring all transportation procedures are followed.

Private Transportation:

At no time will athletes or cheerleaders be transported to or from athletic events in private cars unless prior arrangements have been made. Athletes may ride home from events with their parents/guardians. The parent/guardian must tell the coach or sponsor when they are leaving.

Van Transportation Information:

- 1.** The athletic director will work in conjunction with the transportation parties to schedule athletic trips in vans.
- 2.** The driver of any school van must have the appropriate commercial driver's license before operating and will need to be added to the school insurance.
- 3.** The team coach is responsible for maintaining discipline on the bus. Cares should be taken to ensure that the driver is not distracted by passenger behavior.
- 4.** Passengers are to remain seated while van is in motion
- 5.** The driver of a school van must wear a seat belt while transporting students.
- 6.** Pupils riding in school vans equipped with seat belts must wear them while the van is in motion.

Any transportation of students to school sponsored events must be made on school vans. Private commercial service may be used for certain regional and state level competitions. This source of transportation must be insured by the driver of the vehicle and load capacities must be followed.

A. Calling List Upon Van Breakdown:

1. Coach or driver is to carry a cell phone.
2. Head of Transportation
3. Call Athletic Director
4. Call other drivers if needed

B. Emergency Procedures for Van Breakdowns:

1. Stop the bus as far to the right as possible or on the shoulder for the road.
2. Activate the four-way hazard lights
3. Contact 911 in need, otherwise call school for assistance. Be prepared to give location and brief description of the problem. Your cell phone must be left on unless otherwise directed.
4. In the event of fire or unsafe location, evacuate the students to a safe area away from the bus.
5. Remove the van key.
6. Set up reflective safety triangles if available.
7. Stay with the van.
8. Keep all students in the van unless you determine that it would be unsafe for them to remain there. If you must evacuate them, direct the uninjured children to a safe area and follow first aid procedures in moving any injured children.
9. Never leave your athletes/students alone in the van.

C. Accidents

1. Reporting

All school van related accidents or injuries are to be reported immediately. Whenever a van comes in contact with another object and there is any type of damage or injury – no matter how minor – Report to the school office.

2 Accident Procedures

- a. Stop the van immediately.

- b. Be calm and reassure your passengers.
- c. For injuries, fire, severe property damage contact 911. Render reasonable assistance to any person injured in the accident and notify the school.
- d. Assess the scene of the accident; if there is danger of fire or further damage to your bus, determine the safest method of handling students.
- e. Keep all the students on the bus unless you determine that it would be unsafe for them to remain there. IF you must evacuate them, direct the uninjured children to a safe area and follow first aid procedures in moving any injured children.
- f. Flags, flares and or reflectors should be placed to warn traffic.
- g. Under typical circumstances, the vehicles involved should not be moved until a police officer directs the removal. For minor property damage only accident vehicles should be moved to a safe area off the traveled portion of the roadway to wait for police assistance.
- h. Information such as names, addresses, license numbers location, time, road and weather conditions, a list of student passengers (including, seat location), and witness should be gathered using the accident report.
- i. Make no admission of guilt or liability or assume responsibility for the accident. Avoid arguments and be courteous and cooperative.
- j. Because the circumstances of each accident will be different, the sequence of decisions and actions will vary. Use cell phone to make contact when necessary.

D. Injury to Passengers

Any injury or complaint of injury reported by a passenger in the van as being school van related (falling, being pushed, injured at a bus stop, etc.) is to be reported to the school office. If there is any doubt as to the seriousness of injury, the rescue squad will be called.

EQUIPMENT AND SUPPLIES

Requisitioning Equipment and Supplies

The head coach of each sport is responsible for submitting to the athletic director a list for all of the equipment and supplies for his/her sports at all levels (i.e. Head coach submits for varsity, junior varsity, and middle school teams). The head coach should confer with assistants when preparing the order. The head coach will then meet with his/her athletic director and decide on what is ordered upon approval of the Athletic Director.

Issuing Equipment

No athletic uniforms issued to squad members may be worn in gym class or outside of game situations.

All equipment issued to athletes shall be recorded and signed by athlete. It is coach's responsibility to see that all equipment is returned in good condition. If assigned equipment is lost, stolen, or damaged, the athlete must pay for the equipment.

Equipment Return

The following are suggestions for equipment check-in at the end of the season:

1. BE organized and ready for equipment to turn in.
2. Have all equipment listed in hand and collect equipment in a room where you have complete control of who comes in and out.
3. Bring one athlete in at a time and check off his/her equipment.
4. If the equipment is not turned in, make note of it on the card and have the athlete sign the list.
5. Lock up all equipment after it is returned.
6. Within one week, have all uniforms washer, dried, and folded. Turn them in to the Athletic Director for storage. The Athletic Director will store all uniforms and keep a list of uniforms.
7. Inform athletic director of damaged or delinquent and missing items.

Inventory of Equipment and Supplies

At the end of each sports season, the athletic director and the head coaches will take inventory of all equipment pertaining to that sport. The head coach and athletic director will then decide what equipment and supplies will be needed for the next season.

SPORTS AWARD PROGRAM

At the conclusion of the school year there will be an awards program to honor the athletes and teams for their accomplishments.

The date and time will be set by the Athletic Director. Each coach is to submit a list of athletes and their awards to the athletic director a week after the end of the regular season or meet.

LETTERING AND AWARDS

Special athletic awards shall be given to those teams who win district championship, state championship and/or national championship. The type of award will be determined by the coach and athletic director and subject to budget approval.

Athletic Awards

1. Authority to give Awards

- A. The coach shall recommend the members of his/her squad who have met the requirements for a letter; these recommendations are to be approved by the athletic director.
- B. If any problem arises due to extenuating circumstances, a committee composed of the principal, athletics director, and coach involved shall make the final decision.

2. Letters, Patches and Certificates

A. Types of Letters

- 1. Boys and Girls Varsity Letter.

B. Awarding of a Letter

- 1. The first time an athlete meets the requirements for letter, he/she shall receive the appropriate sport symbol on a 6" letter. Each additional year is shown a bar.

C. General Criteria in Meeting the Requirements for a letter.

- 1. Attendance – Athletes shall attend all practices unless there is an excused absence approved by the coach. The athlete must finish the season as a team member in good standing.
- 2. Sportsmanship – Athletes should realize that they are representing their school and community and shall conduct themselves in such a manner that they are an asset to the school and community.

D. Specific Criteria in Meeting the Requirements for a Letter.

- 1. Flag Football – Play in half of all quarters
- 2. Cross Country – Compete in half of all varsity races
- 3. Basketball – Play half of all quarters
- 4. Volleyball – Play in half of all games
- 5. Soccer – Play in half of all halves
- 6. Baseball & Softball – Play in half of fall innings or pitch in half of all innings
- 7. Golf – Play in half of total matches
- 8. Cheerleaders – Compete in half the competitions and at Cheer at half of games
- 9. Special Situations
 - a. Manager – Be present at all practices and games and must fulfill the duties assigned by the coach.
 - b. Two Years in Same Sport – Any athlete, who has participated in the same sport during his 11th & 12th grades and did not meet the specific requirement for a letter, may be recommended for a letter by the coach.

- c. Injuries – At times, cases will arise which must be decided on the basis of Extenuating circumstances. In such cases, the coach may recommend that a letter be awarded.

FILMING OF ATHLETIC EVENTS

All athletic events can be videotaped with the athletic department's camera unit. Each head coach locates and trains someone to do this for him/her. Coaches are responsible for care and security of the camera unit.

COLLEGE BOUND ATHLETES

Be aware of any athlete who has the potential to participate in athletics at the intercollegiate level.

Be prepared to write letters and/or send videos to colleges, so college coaches can look at an athlete.

Be aware of NCAA recruiting and be prepared to counsel and guide an athlete. Make sure that they have filled out the appropriate NCAA ClearingHouse information.

Information for College Bound Student-Athletes and Their Parents

Selecting a college and making career plans are two of the most important decisions to be made by high school student-athletes and their parents. The student-athlete and his/her parents must coordinate the efforts, assert themselves, and work primarily on their own behalf,

Since 1994-95, students must go through the NCAA Clearinghouse. Applications for this process are in the front office.

The athletic director, coaches and administration will be willing to assist interested students and may offer valuable suggestions for parents and the student-athlete. Upon request they may provide transcripts, schedules, letter of recommendations and game film.

Coaches may advise students to take the following steps:

- Develop a list of prospective schools with help of administration, coaches and Athletic Director. Consideration should be given to academic achievement and athletic ability.
- Take the required standardized tests—P.S.A.T., S.A.T, and/or ACT
- Begin to refine the list of schools that interest you.
- Update an athletic resume

- Have a coach thoroughly evaluate athletic ability and hopefully recommend an appropriate level of competition.
- Contact college coaches to express an interest in their school and the athletic program. Include an athletic resume and any pertinent information.
- Be prompt in response to college questionnaires or other similar requests.
- Request that letters of recommendation be written by your coach.
- Ask the athletic director or main office for a copy of the booklet “NCAA Guide for the College-Bound Student Athlete.
- Become Familiar with the rules and regulations governing recruiting eligibility and financial aid.
- Before a student can participate in athletics his/her freshman year at an NCAA Division I or II College, academic requirements must be met. These initial Eligibility Standards relate to athletics only and have no bearing on admission to college. Extensive research has shown that the best predictor for academic preparedness and for college success is a combination of test scores and grade-point average in core courses which prepare a student for college-level academic challenges.
- Student-athletes must register with the NCAA Initial-Eligibility Clearinghouse Counselors that recommend that the student register early in the senior year. The forms and instruction books are available in the office. A student completed the form, obtained a parent/guardian signature, attached a check for the clearinghouse fee, and submitted the form to the office. The student’s transcript is attached and the form is mailed to the Clearing house, which evaluates the information to determine the student’s eligibility.
- The Athletic Director and principal have a copy of the school’s NCAA Approved Core Courses.
- The Freshman-Eligibility Standards for Division I and II are listed on the

A problem arises

- A. Remember, a problem that is ignored usually get worse.
- B. Six Steps to Handle an Initial Problem
 1. Get the offending student alone. No one likes to be embarrassed. (Matthew 18:15)
 2. Explain the problem as you see it. (Matthew 18:15-20)
 3. Blame yourself. Ask the question: Am I doing something wrong (Matthew 7:4) God gives grace to the humble.
 4. Ask them to explain the problem as they see it. Keep your focus on asking questions rather than being dogmatic. (Proverbs 10:31). Avoid using the phrases “always” and “never”.

5. Get a commitment to come to a mutual understanding. (Ephesians 6:9)
This is a key to effective discipline. You explain it to them and have them explain it to you. Giving threat after treat or warning after warning will not render the results you desire. “Shake” on your agreement.
 6. Remember (Proverbs 10:12) Let the student have a fresh start with you. Keep in mind that you are not sure if the student knew what he or she was doing wrong. Give them the “benefit of the doubt”
- I. What if the same problem arises again?
 - A. Appeal to the conscience
 1. Ask the question: “Does this violate your commitment to me?”
 2. Appealing to the conscience is a method employed by Jesus
 - a. John 4:7-29
 - b. John 8:3-11 Verse 9 indicates they were convicted by their conscience.
 - B. Ask for an apology (I John 1:9)
 1. This “clears the air” for their sake.
 2. Clean the “slate” (Romans 8:1) God is not an “if only” God but a “you will do better in the future.”
 - II. Other Principles
 - A. Extreme Cases call for more extreme measures.
 1. Matthew 18:16
 2. Triangle Principle - This is the key to parent conference.
- Keep in mind that good parents will appreciate knowing if things are not going well in the classroom or in athletic competition. Talk to them together to prevent any supplanting. .
- B. Focus on three levels of discipline (1Cor. 11:29-32)
 1. If they will not confess, maximize the discipline (1Cor. 11:29-30)
 2. If they will confess, minimize the discipline (1Cor. 11:32)
 3. If they came to you telling you of their fault, give no discipline (1Cor. 11:31)
- III. The basis of all discipline is that mercy triumphs over evil. James 2:13.

See Attachment #1 - ACCIDENT REPORT FORM

STUDENT ATHLETIC HANDBOOK



HOME OF THE
SAINTS

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STEROID FACT SHEET

STUDENT ATHLETIC HANDBOOK

I. INTRODUCTIONS

A. To the Parents

This publication is presented to you because your son or daughter has indicated a desire to participate in interscholastic athletics, and you have expressed your willingness to permit him or her to participate. By supporting policies that govern school competition for the school and the conduct and training for school athletes. Parents, team members and coaches can maintain a sports program with positive opportunities and experiences which foster the personal growth of all team members.

We in the athletic department believe that a properly managed sports program helps meet students' need for self-expression, mental alertness, and physical growth. Our obligation is to maintain a sound program to further students' emotional and physical maturity. The staff is committed to provide adequate equipment and facilities, well-trained coaches and fair contests with skilled officials.

Students who enlist in one of our sports programs make choices and commitments to certain responsibilities: self-discipline, self-denial and prescribed training habits. To remain on the squad, all students are expected to comply with the rules of training and conduct, to discipline their minds and bodies for rigorous competition and to recognize the rights of other team members.

Through communicating to you and team members the specific policies necessary for a well-organized sports program, the members of the athletic department ask you to join in a community of support for a sports program. This program is characterized by the willingness of all participants to compromise their mediocrity and distinguish themselves to achieve excellence.

PHILOSOPHY OF MIDDLE SCHOOL AND JUNIOR VARSITY ATHLETICS

Middle school and junior varsity athletics provide a healthy and desirable attitude towards athletic participation. They present an environment in which students can begin to learn all of the positive elements that can be gained by participation in sports.

Middle school and junior varsity athletics provides the opportunity for students to prepare for participation on varsity teams. Such items as learning and refining skills, sportsmanship, strategy, teamwork, competition, conditioning and maturity are necessary for athletes to advance to higher levels of competition.

Maximum participation by students is highly desirable. This participation is to be encouraged in both practice and in competition with other schools. Coaches are strongly encouraged to give each student the opportunity to participate in as many games as practical.

PHILOSOPHY OF VARSITY ATHLETICS

The varsity athletic program at LCA encourages each team and school to represent itself at the highest possible standard at every level of competition.

The varsity athletic program is intended to provide those students possessing a high degree of skill and talent in sports the opportunity to perform in the sport of their choice.

The varsity athletic program is seen as not only a program benefiting a specific group of athletes, but as a program, which also provides an opportunity for all students to enjoy athletics as spectators as well as participants. It is through the athletic program that much of a school's spirit is generated.

B. To the Athlete

Being a member of LCA athletic team is the fulfillment of a goal. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight; it takes hard work of many people over many years. As a member of an interscholastic squad of your high school you have inherited a wonderful tradition: a tradition to win with honor. You are challenged to uphold this tradition and to bring honor to our athletes, our school and our community.

It will not be easy to contribute to such a great athletic tradition. When you wear the colors of your school, we assume that you not only understand our traditions, but also are willing to assume the responsibilities that go with them.

1. **RESPONSIBILITIES TO YOURSELF:** These important responsibilities are to broaden yourself and to develop strength of character. You owe it to yourself to get the greatest possible good from your high school experiences. Your academic studies and your participation in other extracurricular activities, as well as in sports, prepare you for your life as an adult.
2. **RESPONSIBILITIES TO YOUR SCHOOL:** Another responsibility you assume as a team member is to maintain the reputation of your school. Your high school

cannot maintain its position as having an outstanding unless you represent it well. By participating in athletics to the maximum of your ability, you are contributing to the reputation of your school.

You assume a leadership role when you are on the athletic squad. The student body and citizens of the community know you. You are on stage: the spotlight is on you. The student body, the immediate community and outlying communities judge our school by your conduct and attitudes, both on and off the field. Because of this leadership role you can contribute greatly to positive school spirit and community pride. Make LCA proud of you and your community and proud of your school by representing them through a positive performance and high character.

3. **RESPONSIBILITIES TO OTHERS:** When you have met all the training rules, have practiced to the best of your ability every day, and have played the game “all out” you have your self-respect, and your family can be justly proud of you.

The younger students in LCA system are watching you. They will copy you in many ways. Do not do anything to let them down. Set good examples for them.

4. Responsibility to the Lord, is only accepted by recognizing his continual presence with each athlete individually.

II. ATHLETIC PHILOSOPHY

A. Statement of Philosophy

The Legacy Christian Academy (L.C.A) Athletic Program provides a variety of experiences to aid the development of favorable habits and attitudes in students that will prepare them for adult life in a democratic society.

B. Athletic Goal and Objectives

OUR GOAL - The student athlete shall become a more effective citizen in a democratic society and serve the Lord.

OUR SPECIFIC OBJECTIVES – The student athlete shall learn:

1. To work with others – In a democratic society a person must develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. The team and its objectives must be placed higher than personal desires.
2. To be successful – Society is very competitive. Learning to accept defeat comes by striving to win with earnest dedication and developing a desire to excel.

3. To develop sportsmanship – By accepting defeat with grace and dignity a person learn to treat others as he/she would like to be treated. Though participation in athletics, a student may develop desirable social traits; including emotional control, honesty, cooperation and dependability.
4. To improve – Setting goal and working to achieve it is characteristic of good citizens. An athlete establishes personal goals to enhance skills and works to meet them.
5. To enjoy athletics – Athletics must enjoy participation, acknowledge all of the personal rewards to be derived from athletics, and give sufficiently of themselves to preserve and improve the school’s sports program. Good citizens appreciate the pleasures of their society and nation.
6. To develop – desirable personal health habits: To be an active, contributing citizen, it is important to obtain a high degree of physical fitness through exercise and good health habits and to develop the desire to maintain this level of physical fitness after formal competition has been completed. Fit individuals are better able to contribute to society.

III. GOVERNANCES

A. The School Board

The School Board is responsible for interpreting the needs of the school and developing policies in accordance with state statutes and mandates and in accordance with the education needs of the LCA student.

B. LCA Athletics

The primary role of LCA is to maintain rules and regulations that ensure equity in competition for the student athletes and a balance with other educational programs.

List of Leagues and Associations: NACA (National Association of Christian Athletes) and CCA (Christian Cheerleading Association)

IV. REQUIREMENTS FOR PARTICIPATION

A. Physical Examination

A yearly physical examination is required. The physical must be completed by the physician and submitted to the coach prior to participation. The physical covers all sports for the entire year provided the examination occurred after May 1 of the preceding season. The form will be kept on file in the athletic office.

B. Emergency Medical Authorization

Each athlete’s parents shall complete an Emergency Medical Authorization Card giving permission for treatment by a physician or hospital when the parents are not available. The card will be available at all practices and contests.

C. Parental Acknowledgement of Athletic Rules

At the time a student has been selected for an athletic team, he/she will be presented with this handbook containing all the necessary forms and information for participating in athletics.

Each parent or guardian shall read all the enclosed material and certify that they understand the athletic eligibility rules and policies for the school district. This signed document will be filed in the athletic director's office. Refusal to sign the training rules will result in student's ineligibility to participate. See appendix for a copy of this form.

D. Insurance

The school district does not carry insurance to cover student athletic injuries, Parents sign an acknowledgment card stating they have purchased school insurance or possess a family insurance plan.

E. Scholastic Eligibility of Athletes

In order for a student to participate on an LCA athletic team each athlete must have satisfied all of the scholastic eligibility requirements prior to participation.

These regulations state that all athletes:

1. **MUST** be enrolled at LCA as a student
2. Cannot be 19 on or before August 1st of the current year.
3. Must pass five courses the previous semester and be currently taking five courses.
4. Must not have more than a total of eight consecutive semesters of eligibility after he/she enters the 9th grade for the first time.
5. Students must maintain a 2.0 average and receive no "F's".
6. Must abide by the school rules.
7. Must attend school the day of the game, and must be in school by 10:00 am unless he/she has an administrative excuse or doctor's appointment and provides the school with a doctor's note.
8. Eighth grade students who become 15 years of age by September 1 are not eligible for Middle School Sports teams.

F. Risk of Participation

All athletes and parents must realize the risk of serious injury, which may be a result from athletic participation. LCA will use the following safeguards to make every effort to eliminate injury:

- 1) A mandatory parent/athlete meeting prior to the first contest of the season to explain fully the athletic policies and to advise, caution, and warn parents/athletes of the potential for injury
- 2) A continuing education program for coaches to learn the most up-to-date safety techniques and skills to be taught in their sport.

G. Financial Obligations and Equipment

- 1) Uniforms- In general, uniforms are provided to all athletes. However, in some cases the athletes must purchase certain items. Such items become the personal property of the student.
- 2) Equipment- All athletes are responsible for the proper care and security of equipment issued to them. School-furnished equipment is to be worn only for contests and practice. Students must pay for all equipment not returned in good condition at the end of the season.

V. ATHLETIC CODES OF CONDUCT

A. Conduct of Athletes

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the athletic department. The community, school, school administrators and the coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. The welfare of the student is our major consideration and transcends any other consideration.

All athletes shall abide by a code of ethics, which will earn them the honor and respect that participation and competition in the interscholastic program affords. Any conduct that results in dishonor to the athlete, the team or the school will not be tolerated. Acts of unacceptable conduct, such as, but not limited to theft, vandalism, disrespect, immorality, or violations of law, tarnish the reputation of everyone associated with the athletic programs and will not be tolerated.

B. Individual Coaches' Rules

Coaches may establish additional rules and regulations with the approval of the athletic director for their respective sports. These rules pertaining to a particular sport must be given by the coach in writing to all team members and explained fully at the start

of the season. Penalties for violation of the team rules will also be in writing and shall be administered by the coach. Copies of all additional team rules by coaches are on file in the athletic director's office.

C. Appeal Procedure

The initial notice of disciplinary action is given to the student and the parent in writing by the coach initiating the action.

D. Disciplinary Report During the Sport Season

Parents are required to pursue issues involving athletics within the appropriate administrative channels. The first point of contact should be the coach, followed, if necessary, by the athletic director. Parents may not approach a coach directly after a game.

The head coach, in each sport, must keep a notebook of disciplinary actions taken on each athlete during the course of the season. The purpose of this notebook is to provide the athletic director with times, dates and the nature of the problems. This data can be used as supporting documentation should it become necessary to recommend an athlete's suspension or dismissal.

- a. Anytime during the course of a sports season when a coach must discipline an athlete he/she must make telephone contact with the parent and notify the athletic director. If telephone contact cannot be made, a letter must be sent to the parent with a copy to the athletic director.
- b. In the event that it becomes necessary to dismiss an athlete from a team the following procedures are to be followed:
 - i. The coach will communicate with the athletic director to give the reason for recommending the athlete's dismissal from the team.
 - ii. The athletic director will then inform the athlete, explain the charges, and hear the athlete's response to the charges.
 - iii. The athletic director will make contact with the parent.
 - iv. The athletic director will then make a decision. If the athlete is to be dismissed, the student and the parents of the athlete will be notified in writing.
- c. The parent(s) guardian or the student athlete, if 18 years old, may ask for a review of the decision of the athletic department to the principal within three working days. The request for review will require the following;
 - i. The written request must be presented to the principal within three working days of the initial ruling.

- ii. The principal shall render a decision in writing within five days, to the student and his/her parents or guardian.

In the event that the athletic director is unavailable and circumstances warrant prompt action on a recommendation for dismissal of an athlete, the principal or his/her designee may act in place of the athletic director. In such an instance any review shall be conducted by the Director of Secondary Education.

VI. BASIC ATHLETIC DEPARTMENT POLICIES

A. Participation

An athlete may participate in only school sponsored sport per season.

B. Equipment

School equipment checked out by the student/athlete is his/her responsibility. He/she is expected to keep it clean and in good condition. Loss of any equipment is the athlete's financial obligation.

C. Missing Practice

An athlete should always consult his/her coach before missing practice. Missing a practice or a game without prior approval of the coach or athletic director will result in disciplinary action.

D. Travel

At no time will athletes be transported to or from athletic events in private cars unless prior arrangements have been made. Athletes may ride home from events with their parents/guardians. The parent/guardian must tell the coach or sponsor in person when they are leaving.

The van driver has the authority to maintain proper discipline while on the bus.

Additionally, the van driver makes the final decision in route of travel and is responsible for assuring all transportation procedures are followed.

1. Athletes will remain with their squad and under the supervision of the coach when attending away contests.
2. Athletes that miss the van will not be allowed to participate in the contest unless there are extenuating circumstances.
3. All regular school van rules will be followed.
4. Dress must be appropriate. Reference Attachment #2

E. College Recruitment Policy

1. Selecting a college and making career plans are two of the most important decisions to be made by high school student-athletes and their parents. The student-athlete and his/her parents must initiate the efforts, assert themselves, and work primarily on their own behalf.
2. In the event an athlete should be contacted personally by a college recruiter, he/she has an obligation to work through his/her coach and the athletic department. The coach should be informed of such a contact as soon as possible. College recruitment information is available in the athletic office. NCAA standards are available in the athletic director's office.
3. Since 1994-95, students must go through the NCAA Clearinghouse. Applications for this process are located in the main office.

F. Conflicts in Extracurricular Activities

The athletic department recognizes that each student should have the opportunity for a broad range of experience in the area of extracurricular activities, and to his end, will attempt to schedule events in a manner to minimize conflicts.

An individual student who attempts to participate in several extracurricular activities will undoubtedly be in a position of a conflict of obligations.

Students have the responsibility to reduce the likelihood of frequent conflicts by being cautious about joining too many organizations. If it becomes obvious that a student cannot fulfill the obligation of a school activity, he/she should withdraw from the activity.

When a conflict arises, the sponsors/coaches will attempt to work out a solution. If a solution cannot be found the principal will make the decision based on the following considerations:

1. The relative importance of each event.
2. The importance of each event to the student.
3. The relative contribution the student can make.
4. When each event was scheduled.
5. Talk with parents.

Once the decision has been made and the student has followed that decision, he/she will not be penalized in any way by either the faculty sponsor/coach.

G. Attendance

1. Each school's responsibility for establishing team rules regarding practice schedules and excused and unexcused absences from practice. Students are expected to abide by the rules established for each team.
2. In order to participate in an athletic activity or practice on any given day an athlete or manager must report to school by 10:00 am and must remain in school that entire day. Exceptions may be made for doctor or dental appointments or reasons excused by the principal or his designee.

H. Release Class

Athletes must see their teacher the day before the classes they will miss because of an athletic contest. All work shall be made up at the convenience of the teacher.

I. Grooming and Dress Policy

A member of an athletic team is expected to be well groomed. Appearance, expression and actions always influence people's opinion of athletes, the team and the school. Once a member of a squad, the athlete has made a choice to uphold certain standards expected of athletes in this community. See attachment 2.

J. Vacations Policy

Vacations by athletic team member during a sport season are discouraged.

Parents/athletes wishing to take a vacation during the season should consult the athletic director and coach.

K. Squad Selection

In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program, coaches are encouraged to keep as many students as possible. Time, space, facilities, equipment, personal preference and other factors place limitations on the most effective squad size for any particular sport.

The following policy will be used as a guideline for bringing up J.V. players to dress for post-season varsity tournaments and will be followed by all varsity coaches.

In the case of injury or ineligibility the coach and athletic director will meet to decide if a replacement is necessary.

L. Cutting Policies

Choosing the members of athletic squads is the sole responsibility of the coaches of those squads.

Prior to trying out, the coach shall provide the following information to all candidates for the team: Date of try-out period, criteria used to select the team, practice commitment for the team members, and game commitments. When a squad cut becomes necessary, selected candidates will have competed in a minimum of three practice sessions and performed in at least one intra-squad practice. All students trying out for the team will be informed by a letter if he/she did or did not make the squad. No list will be posted. Coaches will discuss alternative possibilities for participation in the sport or other areas in the activities program.

M. Reporting of Injury

All injuries, which occur while participating in athletics, should be reported to the athletic trainer/coach. If the injury required medical attention by a doctor or treatment center, an injury report form must be completed. Once a physician treats an athlete, the athlete must obtain the doctor's permission to return to the activity.

N. Locker Room Regulations

1. Roughhousing and throwing towels or other objects are not allowed in the locker room. Hazing of other players is not allowed.
2. All Showers must be turned off. The last person to leave the shower room is expected to check all showers.
3. No one except coaches and assigned players are allowed in the locker room.
4. No glass containers are permitted in the locker room.
5. All spiked or cleated shoes must be put on and taken off outside of the gym and room. No metal or hard plastic cleats or spikes are allowed in any other part of the school building.

VII. ATHLETIC AWARDS POLICY

Requirements for earning a letter have been established. Athletes are to be informed of these requirements prior to the season. These requirements will add more meaning and significance to earning a letter and prevent many problems that arise after the awards program.

Special athletic awards shall be given to those teams who win their district championship, regional championship, and/or a state championship. The coach and the athletic director will determine the type of award.

A. Varsity Letter Requirements

The varsity award shall be presented to an athlete who satisfies the participation requirements, completes all team obligations and receives the recommendation of the coach.

B. Lettering Criteria That Pertain to All Sports

1. An athlete who moved from one level of competition to another will letter at the level of the highest competition, proving the athlete has met combined requirements.
2. A coach will have the prerogative to award a letter to a senior who has not met the seasonal requirements.
3. Any athlete who was a starter or played regularly and was thereafter injured may be awarded a letter if in the coach's judgment, he/she would have met the lettering requirements.
4. In a sport where state tournament play is sponsored, athletes may letter if they have become a starter; play 75% of the quarters, innings matches or score team points in individual competition in tournament play, regardless of other lettering criteria.

VIII. REQUIREMENTS FOR PARTICIPATION

A. Physical Examination

A yearly physical examination is required. The physical forms must be completed by the physician and submitted to the coach or athletic department prior to participation. The physical covers all sports for the entire school year' This exam is valid for 365 days. The form will be kept on file in the athletic office.

- B. All Athletes must sign and return form – Read the Athletic Handbook. See attachment #1
- C. Cheerleader athletes must sign the Cheer Team Rules/Guidelines form. See attachment #3.
- D. Baseball athletes must sign the Baseball Team Rules/Guidelines form. See attachment #4
- E. LCA Athletic Participation Form - Every athlete is required to fill out the LCA participation form yearly. Attachment #5

Attachment #1 – Athletic Handbook - All Students need to sign and all students will be given the athletic handbook. ALL athletes **MUST** be enrolled students at LCA for the current school year.

1. All decisions concerning an athlete’s or manager’s eligibility to participate in the athletic program will be made by the school administration subject to Virginia State rules.
2. All Athletes and managers are to abide by all school rules for student conduct, They are to conduct themselves at all times in a manner that brings credit to themselves as athletes and as representative of LCA while participating in or traveling to an form athletic events. **RULES BECOME EFFECTIVE THE FIRST DAY of TRYOUTS/PRACTICE.**
3. The athlete must report athletic injuries to the coach or athletic trainer immediately upon occurrence. Failure to report injuries will result in the athlete’s parents assuming responsibility.
4. Athletes and managers must travel to and from contest with their team, unless prior approval is given by the coach or school administrator.
5. Any athlete or manage who is participating in the athletic program and who becomes involved in a situation which is detrimental to the team and/or school can expect disciplinary action. Action will be in accordance with school behavior for students; deemed appropriate by the coach,sc administration and school board.
6. In order to participate in an athletic activity or practice on any given day, an athlete or manager must report to school by 10:00 am and must remain in school the entire day. Exceptions may be made for doctor or dental appointments or reasons excused by the principal. (Doctor/Dental note is required for this exception)
7. Any athlete or manager serving suspension or in-school restriction for violation of school rules will be ineligible to practice or play in a scheduled event on the day or days he/she is serving the punishment.
8. Any athlete or manager who uses or possess tobacco, drugs, or alcohol or is involved in immoral behavior during sports season, will be dismissed from the team.
9. Any athlete or manager may resign from a team any time before the first game, match or meet without sacrificing his or her eligibility for any other sport during the season.
10. When an athlete or manger resigns or is dismissed from a team after the first game, match or meet, he or she will be ineligible to participate in the school athletic program until the team from which he or she resigned or was dismissed has concluded all activities for the season.
11. Any athlete who is ejected from a game by an official during the regular season will automatically be suspended for at least one subsequent game. The coach and administration may take additional disciplinary measures in accordance with school rules. A second violation in the same sport shall carry a minimum two contest suspension.
12. An athlete must maintain an overall “C” average with no “F’s”.

Athletes, managers, and parents must sign and return this form to the coach. (See attachments, Coaches training Rules)

I have read, understand and agree to abide by LCA rules and regulations for students participating in middle and high school athletic activities. **ALL RULES BECOME EFFECTIVE THE FIRST DAY OF TRYOUTS/PRACTICE.**

Athlete’s Signature

Date Signed

Manager’s/Coach Signature

Date Signed

Parent Signature

Date Signed

Attachment #2 - Student Athletic Handbook

Attachment #2 – Student athletic Grooming and Hygiene policy. This includes students enrolled at Legacy Christian Academy, Home School students playing on Legacy teams.

1. LCA Athletes must abide by the LCA Dress Code outlined in the student handbook. This includes ALL athletic contests regardless if the student is playing or as a fan.

Athlete's Signature: _____

Parent/Guardian Signature: _____

Legacy Cheer Team Rules/Guidelines

1. All behavior is to glorify God – Act in a Christ Like manner in class and in public.
 - o **TEAM VERSE – JOB 41:17 - They are joined one to another, they stick together, that they cannot be sundered.**
2. Practice starts at designated time; be there 15 minutes early to stretch and be ready to start on time.
3. Team FIRST – No individuals are to put themselves first before team goals.
4. Grades First; anyone below a 2.0 or with an F will not cheer until grades are pulled up.
5. We support each other; Gossiping and talking about each other will result in disciplinary action.
 - o Disciplinary action will be taken and can be immediate grounds for dismissal from the team.
 - o Any disrespect shown from cheerleader or parent to coaches or other cheerleaders will be immediate grounds for dismissal.
 - o All behavior is to honor and glorify God at practice, Social Media, School and at games. If it is determined by the coaches that the behavior is not being followed this will be immediate grounds for dismissal from the team.
6. Disciplinary Actions for missed practices: Too many missed practices will result in more conditioning and/or missed games. If you need to miss a practice for Dr. Appointment or family emergency please inform the coaches. (Please note when you miss practices, it affects the whole team)
7. As Competitions get closer, practice locations may change, parents will be notified on the LCA Athletic Calendar or email, and the girls will be informed at the practice.
8. When girls go to games and/ or practices they are required to wear their warm-ups, and will be notified which practice shirt to wear.
9. Cheer sneakers are not to be worn outside of buildings. If possible please bring a second pair of shoes to wear if we go outside.
10. LCA Cheer will be doing fundraising and the cheerleaders who show up for the fundraiser will be the ones to receive the credit. This money is used for competition fees etc.
11. Parents' consent to pictures being used for marketing and on social media for the Cheer Program.

Please be sure to read and return this signed by Cheerleader and Parent by first practice.

Name: _____

Signature of Cheerleader: _____

Signature of Parent: _____

Attachment #4 – Baseball Rules and Guidelines

Following last year’s example, we will again lay down some basic rules to govern the team by:

1. All Behavior is to glorify God - Act in a Christ Like manner in class and in public. First and foremost, we represent God and should strive to glorify Him in all we do. **1 Corinthians 6:20 “For ye are bought with a price: therefore glorify God in your body, and in your spirit, which are God’s”**
2. Seniors will carry the responsibility of helping the coaches ensure practices start and finish with prayer. This is a vital part of the program and one that often is forgotten in the rush of things. **Matthew 18:20 “For where two or three are gathered in my name, there am I in the midst of them”**
3. Coaches will be referred to as Coach and their name, not just their name. This is important in establishing the authority of the team. Repeated reminders will result in team conditioning drills, so each player needs to “police” each other. **Matthew 8:9 “For I am a man under authority, having soldiers under me: and I say to this man, Go, and he goeth; and to another, Come, and he cometh; and to my servant, Do this, and he doeth it”**
4. Signs are an important part of the game; we will have multiple signs and it is imperative each player know them. Physical errors will occur and these can be addressed during practice by repetition. Mental errors, such as missed signs, will result in team conditioning, as decided by the coaching staff. **1 Peter 5:8 “Be sober, be vigilant because your adversary the devil, as a roaring lion, walketh about, seeking whom he may devour.”**
5. Unexcused missed practices and lateness to games cannot be tolerated. We need each player to commit to the team. After one unexcused miss, coaches will decide on individual conditioning. As we become a more competitive program, it will be imperative to have everyone at practice, so we aren’t constantly repeating ourselves and can continue to develop players. **Job 5:8 “I would seek unto God, and unto God would I commit my cause”**
6. We prefer for the team to travel to the game together. If this causes an inconvenience, please talk with Coach Nicewarner beforehand. **Psalms 133:1 “Endeavoring to keep the unity of the Spirit in the bond of peace”**
7. Anyone ejected from a game for arguing with an ump will not be playing in the next scheduled game and subject to coach’s conditioning. Repeated instances will result in a player not playing in the next 2 games. **Proverbs 22:15 “Foolishness is bound in the heart of a child; but the rod of correction shall drive it far from him”**
8. Team always above individual. If you see a teammate struggling in any aspect of practice or life, please alert a coach and allow us to address. **John 13:34 “A new commandment I give unto you, that ye love one another, as I have loved you, that ye also love one another”**

Player’s Signature: _____

Parent’s Signature: _____

Coach’s Signature: _____

Addendum To Handbook

Coaches

1. Responsible for Collecting Fees and Forms
2. Submit needs of program to Athletic Director Prior to April 1st- All Purchases must be approved
3. All uniform selections must be reviewed by Athletic Director
4. Make every effort to assist in transportation
5. Budget will be submitted to school board for approval by April 15th

Fundraising

1. Approved by Athletic Director then submitted to Admissions Director for approval and placed on calendar
2. Coaches are expected to assist in fundraising

Athletic Secretary

See description available in high school office