



Athletic Handbook

2015-2016

**...Do all to the glory of God.
1 Corinthians 10:31**

Revision 1 Dated 7/27/15

Athletic Policies and Procedures Handbook

GUIDELINES AND EXPECTATIONS OF PARENTS AND ATHLETES

The purpose of this handbook is to define and clarify the athletic policies and procedures of Calvary Chapel Christian School.

The success of the Athletic Program depends on the understanding and cooperation of the Administration and Faculty in carrying out the basic athletic policies of CCCS.

With the exception of extra rules as defined in this handbook, CCCS Athletes are governed by the rules and regulations presented in the handbook of the NIAA (Nevada Interscholastic Athletic Association) and RRAC (Red Rock Athletic Conference).

Philippians 4:13 I can do all things through Christ who strengthens me.

Calvary Chapel Athletics

Based on the Word of God

Everyone who competes in the games goes into strict training. They do it to get a crown that will not last, but we do it to get a crown that will last forever. Corinthians 9:25

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I. Administration of Athletics

A. Statement Of Philosophy

1. The CCCS Board believes individual students will benefit through opportunities to grow physically and intellectually through their experience in self-discipline and their contribution to team effort made possible through competitive inter-school sports activities.
2. The purpose of athletics is both educational and recreational. The athletics program should encourage participation by as many boys and girls as deemed necessary for the success of the program.
3. Athletic teams at CCCS are competitive in each sport, at each level, to represent the school. Students also have access to participation within the community.
4. It is recognized that a well-organized and well-conducted athletic program is a potent factor in the morale of a school student body and an important phase of good community and school relations.

Objectives of Participation:

1. To glorify **God**.
2. To develop Character.
3. To develop Integrity.
4. To develop Accountability.
5. To develop confidence.
6. To learn to accept constructive criticism.
7. To develop team concepts and positive attitudes.
8. To develop leadership.
9. To develop basic skills unique to each sport
10. To encourage the development of younger Athletes' skills in the elementary and junior high school levels.
11. To represent CCCS in a way that honors **God**.

II. General Information

A. Athletic Code

1. **Definition of a Student-Athlete**— A person who is proficient in academics, athletics and other forms of physical exercise. To complete the transition from student to student-athlete a student must:
 - a. Sign the student-athletic handbook.
 - b. Have their name listed on a CCCS athletic team roster (including cheerleading).
 - c. Turn in the completed Athletic Registration with the Athletic Registration Fee to the athletic department.
2. **Athletics**—Athletics help build a strong body, mind, spirit, work ethic, and develop many desirable traits which will be a credit to a student throughout their life. Any student who competes as a member of an athletic squad must remember that he/she represents Jesus Christ and CCCS. As a representative, you must exhibit a behavior that glorifies God. No personal reward can be greater.
3. **Good Sportsmanship**— a school and community are frequently known by the action of their members at athletic contests. Everyone wants a winning team, but good sportsmanship and Godly character are more important. We expect our teams to always give their best, and it's only fair to expect the same of all those who follow our teams. **“But the fruit of the spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control. Against such things there is no law.” Galatians 5:22-23.**
 - a. Practice and play fairly, giving complete effort in all circumstances and credit in victory to teammates and to opponents in defeat.
 - b. Accept favorable and unfavorable decisions, as well as victory and defeat with equal grace.
 - c. Demonstrate respect for opponents and officials before, during, and after contests.
 - d. We do not represent the “i” team, we represent the “Jesus” Team.
4. **Dress Code**— Athletes are reminded that they should exemplify Christian standards in their choice of practice attire. The dress code is not intended to measure spirituality, but to serve as a tool to accomplish these specific goals:
 - a. Create an atmosphere free from distractions.
 - b. Build character that exhibits self-discipline, modesty, cleanliness, and submission.
 - c. Inspire the making of responsible choices.

- d. The cooperation of the coach, student and the parent is necessary in maintaining the standards of the athletic dress.
 - e. **A STUDENT'S APPEARANCE IS A FAMILY RESPONSIBILITY.** Please assume this important responsibility and leave the school free to focus on its primary task; preparing the child for **LIFE AND ETERNITY.**
 - f. The **following items are not acceptable:**
 - 1. **Tank/spaghetti strap tops.**
 - 2. **Spandex worn as an outer garment.**
 - 3. **Shirts must be worn at all times.**
 - g. Failure to adhere to the above dress code may result in suspension from a team.
5. **CCCS Code for Athletics**— The Athlete's responsibilities are to:
- a. Know and adhere to the athletic code of the school. Represent solid Christian Character and the Love of Jesus.
 - b. Exceed all attendance and academic requirements as practical evidence of loyalty to school and team and proper philosophy of school sponsored athletics.
 - c. Observe completely all policies regarding conduct, doing so as a duty to school, team and self.
 - d. Counsel with the athletic director over questions of eligibility.
 - e. Practice and play fairly, giving complete effort in all circumstances and credit in victory to teammates and to opponents in defeat.
6. **Participation** in extracurricular competitive interscholastic athletics is a student's **privilege**, not a right. It can be withdrawn at any time for failure to meet the standards and requirements of particular teams, schools or school districts, leagues or conferences, and regional, statewide, or nationwide organizations to which the student's school belongs.
7. **Stewardship** of facilities including all CCCS facilities/gym/fields and any opponents' facilities must be respected and maintained by each player. Athletes are expected to use all facilities responsibly and with care, leaving them picked up and in as good condition as they found them. Refusal to follow this guideline may result in dismissal from a team.

B. Preseason Parent Meetings— At least one parent or guardian **must attend** the following meeting for his/her Student Athlete to be allowed to participate on the team.

The Athletic Director will hold this meeting before the season begins each year to review the mission, philosophy, policies and guidelines of Calvary Chapel Christian School's Athletic Program and of each

particular sport. This is the time to ask questions related to playing time and coaching philosophy, to fill out the necessary medical forms, and to receive other pertinent information. Attendance at these meetings ensures the smooth operation of the program and maximizes the potential for a positive experience for all.

Parents must attend these meetings for each sport in which an athlete participates each year. Meetings will be held within two weeks prior to the season's start date.

Parents are responsible for paying Athletic Fees within two weeks of the first athletic contest. Should a payment plan become necessary, all fees must be paid by the third contest of the season or the student-athlete will not be allowed to play until such time the fees are paid.

C. Policy for Team/Squad Selection

1. **Philosophy**— In accordance with our overall athletic philosophy and our desire to see as many student athletes as possible participate in the athletic program while at CCCS. Coaches are encouraged to keep as many student-athletes as they can **“without affecting”** or compromising the integrity of their sport. Obviously time, space, facilities, personal attention, and individualized instruction, along with other factors, are necessary for team development and will affect squad size. However, when developing the individual sport policy in this area, coaches are encouraged to maximize the opportunities for our student-athletes **“without diluting”** the quality of their program.
2. **Team Selection Policy**— the coaches of the respective sports will determine minimum and maximum number of players and/or teams, taking into consideration the criteria listed above. In cases when the “Squad Selection Policy” is used, the coach will keep the athletic director informed concerning the method and time of tryouts.
3. **Squad Selection Policy**—
 - a. The selection of any athletic team will be determined by the coach of that team. Membership may be reviewed by the Athletic Director or other Administrators as appropriate.
 - b. The Athlete's placement on any team is always subject to proper behavior as outlined in specified team guidelines.
 - c. Lower **level Coaches** shall follow the policies as established by the Head Coach of their program when selecting team members.
 - d. Prior **to tryouts**, the Coach shall provide the following information to all candidates for the team and their parents:
 1. The selection procedure including time lines, the specified tryout period and criteria used to select team members.
 2. The practice and game schedule commitment required of each athlete who makes the team.
 - e. Tryout **Procedure**— When a Squad cut becomes necessary; the process should include these important elements. Each Athlete

should:

1. Have completed a minimum of two (2) practices specified for a tryout period.
2. Be permitted, whenever possible, to compete in a scrimmage situation.
3. Be at **all** tryouts or provide written permission to the coach in advance for missing the tryout period due to extenuating circumstances.
4. If permission is granted for an alternative tryout, the Athlete must go through a similar criteria process as other team members. Athletes cannot be added after the 1st half of a season.

D. High School Eligibility— See www.niaa.org

E. Student Activities— there are times when students simultaneously participate in an organized sport and a performing group. Conflicts occasionally arise when practices and regularly scheduled events take place concurrently. Although every attempt will be made to keep such scheduling to a minimum, the following guidelines will be followed.

1. When an athletic practice or performance rehearsal and an **event** are scheduled simultaneously, the **event** takes precedent.
2. When two events are scheduled simultaneously, the student may select the event in which he/she will participate. He/she should make the decision, whenever possible, at **least seven days** in advance.
3. When two practices or rehearsals are scheduled simultaneously, the student may select the event in which he/she will participate, it is required that **a 48 hour notice be given to the practice/rehearsal that will not be attended.**
4. Under no circumstances will a student be penalized for his/her decision. Class grades are not to be lowered or unreasonable make-up work required. The student will not be benched, nor will the student's ability to earn a letter be impaired because of the decision.
5. In case of a disagreement among the parties concerned, the matter should be referred to the Administrator(s) in charge for a solution. Under no circumstances should a Coach assume that the student is aware of the above rule. The rule is included in the Student Athletic Handbook and should be covered with all participants. When excusing a student from practice or an event, the Coach should make it very clear to the Athlete exactly what will be expected of the Athlete upon their return: i.e., such as meet participation, practice, etc.

F. Attendance

1. Participating Student Athletes **must** be in attendance on the day of a game or practice for at least half a day. Absences of half the school day or less must be excused absences recorded through the

- school office in order for an Athlete to participate that day.
2. If a Student Athlete must be absent after 3rd period, arrangements must be made in advance with the office or athletic director. Participating Student Athletes that are absent the day before a Saturday contest, and that absence has not been excused, will not be allowed to participate in the Saturday contest.

G. Training Rules

1. Training rules are established with the thought that Athletes not only represent themselves and their team, but that they represent God, Parents, School, and Community. Training rules are also established for the physical well being of the Athletes themselves in their ability to do the best they can.
2. Athletes are to refrain from the following in or out of their athletic seasons:
 - a. The use, possession or distribution of tobacco.
 - b. The use, possession or distribution of alcoholic beverages.
 - c. The use, possession or distribution of illegal drugs.
 - d. The use, possession or distribution of anabolic steroids.
3. Athletes are encouraged to voluntarily report any personal infraction of the “Training Rules” to the Athletic Director, Principal, or Superintendent as soon as possible. Self-disclosure must be made before an investigation of a possible infraction has begun by any of the individuals listed above.
4. An Athlete who is proven guilty by admission or compelling evidence, as determined by the Athletic Director and/or Principal, or who is observed in any of the above violations by a staff member of the CCCS will be subject to **removal** from their team.

H. Uniforms/Equipment

1. Each athlete will be responsible for turning in their uniforms/ equipment to their Coach **immediately** after the last contest of the season. If any uniform/equipment item is lost or stolen, it is the **responsibility** of the Athlete to pay for the missing item(s).
2. The Athlete will not be allowed to participate in the next sport season if the missing equipment is not turned in and/or paid for. It is the responsibility of the Coaches to keep accurate records of their uniform/equipment through the use of a uniform/equipment check out card. Coaches will report those Athletes that fail to return uniforms/equipment to the Assistant Athletic Director or the Athletic Director.

I. Gross Misconduct— Gross misconduct by an Athlete and, or the Athletes Parent(s) will result in immediate suspension. The Athletic Director and Administration will use good judgment and will consider issues such as surrounding circumstances, former conduct infractions, training rules infraction and past behavioral issues.

J. Hazing or Bullying— all forms of hazing are prohibited by Calvary Chapel Christian School both on and off campus. Hazing is described as: forcing another person, regardless of that person’s consent, to

perform an act that; creates a substantial risk of harm, substantially or seriously demeans or degrades any person; or interferes with any person's scholastic, physical, mental, emotional or spiritual well being.

Bullying” means any overt act or combination of acts directed against a student by another student or group of students and which:

- (A) is repeated over time;
- (B) is intended to ridicule, humiliate, or intimidate the student; and
- (C) occurs during the school day on school property, on a school bus, at a school-sponsored activity, or before or after the school day and at any school-sponsored activity.

Any Student-Athlete found guilty of committing any of the above acts will be removed from their team and possibly suspended from school.

K. Parent/Coach Communication— it is very difficult to accept that your child is not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for all of the students involved. While there are certain things which can and should be discussed with your child's Coach, there are other things which must be left to the discretion of the Coach.

1. **Appropriate** concerns to discuss with Coaches:
 - a. The treatment of your child mentally, physically, and spiritually.
 - b. Ways to help your child improve.
 - c. Concerns about your child's behavior safety.
 - d. Clarification about the expectations of your athlete
2. **Inappropriate** issues to discuss with Coaches:
 - a. Playing time
 - b. Strategy
 - c. Play calling
 - d. Matters concerning other Student-Athletes
3. **Meeting procedure**— if you have concerns to discuss with your Athlete's Coach:
 - a. Your son/daughter should first talk with the Coach about his/her questions or concerns.
 - b. Please do not attempt to confront a Coach before or after a contest or practice. This can be an emotional time for Parent, Athlete and Coach. Meetings of this nature are often not fruitful.
 - c. Set up an appointment with the Coach.
4. **Meeting progression for concern resolution:**
 - a. Meet with Coach.
 - b. Meet with Head Coach
 - c. Meet with Athletic Director
 - d. Meet with Principal

L. Dual Sports Participation Policy (Same Season) — Students **may not** participate in two Calvary Chapel sponsored sports in the same season. A student may elect to participate in a non school league sport as long as it does not interfere with the practice, and game time commitments to the school. Regarding cheerleading, an approved Athlete may try out for both cheerleading and volleyball and if selected for both teams, may play volleyball in the fall season and cheer for the winter season. Approval criteria are as follows: approval of the Athletic Director, both Coaches and the Athlete’s Parent must be obtained before tryouts begin.

M. In-season Leadership/Servant hood— during the season of participation, Student-Athletes will be required to serve 3 hours of voluntary servant hood in the lunchroom keeping it clean during your lunch period. The hours will be logged with the Athletic Director.

N. Transportation Waivers

1. CCCS policy regarding transportation states that Athletes are expected to travel to and from athletic events in buses or vans when they are provided.
2. We realize that emergencies and extenuating circumstances sometimes require other arrangements. In the event those extenuating circumstances exist, a transportation waiver can be picked up at the office.
3. Students are to be picked up from games and practices in a timely manner.

O. Miscellaneous

1. It is mandatory that all Athletes have medical insurance. The school is not responsible for payment of medical services. Information on voluntary short-term accident insurance is available from the athletic office.

III. Athletic Participation Fee & Athletic Contract

- A. Athletic Registration Fee— the athletic registration fee has been implemented by CCCS to help maintain budgetary requirements in our athletic programs. Although our programs have been impacted by our growth, the fee will help maintain our level of competing. The fee will vary from sport to sport. Fees are due and payable at the start of each sport and are non-refundable. All payments are to be made to the CCCS Athletic Department (cash, check, or money order). Students will not be allowed to practice or participate in contests until cleared by the CCCS Athletic Department**
- B. Document of Compliance— must accompany the fee and be filled out completely, including a physical for all students.**

IV. Athletic Clearance to Participate

- A. No Student-Athlete will be allowed to practice or participate until they

- have been cleared by the athletic department.
- B. A pass will be issued by the Administrative Assistant to the Athletic Director verifying all fees, the athletic packet, and Document of Compliance have been completed.

V. Academic Eligibility

- A. All Student-Athletes must maintain a 2.0 GPA or greater.
- B. Student-Athletes' grades will be checked weekly throughout the season.
- C. If a student is failing any class at the time of a grade check, they will be placed on Academic Probation for one week. They have one week in which to raise their failing grade to passing. During the week of probation they may, at the Coach's discretion, continue to participate in all team practices and games.
- D. If they do not raise their grade to passing in one week, they will be academically ineligible, which means they cannot play in any games and will have a weekly grade check until the grade is brought up to passing.
- E. Continued poor performance in the classroom may result in removal from the team.
- F. CCCS is bound by the academic eligibility guidelines for JV/Varsity Athletes as governed by the NIAA. Go to www.niaa.com for more information.

VII. School Suspensions & In-house Suspensions

Any Athlete in grades 5-12 that is suspended during the week of their sport will miss all games during the week of their suspension. This does not preclude the Student-Athlete from attending practices. They must be present at *all* practices with the exception of their suspension date. Additionally, they will not be allowed to travel with the team to any away games on the week of their suspension. **This includes in-house suspensions.**

VIII. Bus Transportation

The Athletic Department will provide transportation to and from the games for all Athletes as deemed necessary by the Athletic Department. In most cases, bus transportation will not be provided on Saturdays, and in some cases, will not be provided for local Las Vegas games that begin after school hours. When bus transportation is provided, each Student Athlete **must** ride the bus to the game. We want to always encourage **team unity**, which includes riding home on the bus with teammates. Parents can pick up their students at school after the game. The coaching staff asks that parents pick up all athletes within a reasonable amount of time (usually no later than 15 minutes) after practices and games. Additionally, due to school liability, Coaches will not release students after games unless the Coach has been notified 48 hours in advance and the Parent or Guardian has secured a release form from the Athletic

Department.

BUS PROCEDURES

- ❖ Enter the bus in a line. Hold the handrail while going up and down the stairs.
- ❖ When entering the bus, go directly to a seat. Remain seated and face forward during the entire ride.
- ❖ Always speak quietly on the bus so the driver will not be distracted. Always be silent when a bus comes to a railroad crossing so the driver can hear if a train is coming.
- ❖ Never throw things on the bus or out the windows.
- ❖ Keep the aisles clear at all times. Feet should be directly in front of you on the floor.
- ❖ Never play with the emergency exits. Large instruments or sports equipment should not block the aisle or emergency exits. If there is an emergency, listen to the driver and follow instructions
- ❖ Hands should be kept to yourself at all times while riding on the bus. Fighting and picking on others creates a dangerous bus ride.
- ❖ If you leave something on the bus, never return to the bus to get it. The driver may not see you come back and he/she may begin moving the bus.

Respect the "[Danger Zone](#)" which surrounds all sides of the bus. The "Danger Zone" is ten feet wide on all sides of the bus. Always remain 10 steps away from the bus to be out of the "Danger Zone" and where the driver can see you.

*It is the responsibility of the Coaches, Teachers, Advisors, and Students to see that all refuse, personal belongings and equipment is removed from the bus. If the bus is not cleaned after use, your organization will be assessed a fine by the CCCS Athletic Department.

Document of Compliance

This page must be completed and returned to the Athletic Department

I have read and agree to abide by the guidelines set forth in the Calvary Chapel Christian School Athletic Policies and Procedures Handbook.

Student's Name

Grade

Sport

Student's Signature

Date

Parent's Name

Date

Parent's Signature

Date