

*Southside Christian School
Athletic Handbook 2018-19*



*Whatever you do, work at it with all your heart, as working for the Lord,
not for human masters, since you know that you will receive an inheritance
from the Lord as a reward. It is the Lord Christ you are serving.*

Colossians 3:23-24 (ESV)

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Philosophy, Mission, Objectives

Philosophy:

The philosophy of Southside Christian School's athletic department is to provide a Christian environment for student athletes as they participate in competitive athletics. Careful instruction and guidance in sports techniques, strategies, and safety provide opportunities for athletes to develop their skills while building good character and sportsmanship. SCS's Athletic Director and staff of qualified coaches draw from their experiences as they lead a broad scope of athletic programs for our athletes. The coaches serve as strong Christian role models, encouraging Christian principles and self-discipline in all facets of competition and practices. Each coach stands ready to provide guidance to students on any area of athletic, academic, personal, or spiritual growth. SCS expects athletes to place God first, family second, and academics before athletics. Student athletes are expected to abide by the eligibility rules and be leaders on and off the playing fields/courts.

SCS Athletic Mission Statement:

The Southside Christian School Athletic Department is committed to developing Christ-like character among our student athletes, while at the same time equipping and encouraging these athletes to develop their God-given athletic abilities to their maximum potential.

Objectives:

The following are established objectives of our athletic program and should be an integral part of each coach's philosophy.

1. To openly share the Gospel so athletes who do not know Christ as their personal Lord and Savior have an opportunity to accept Christ into their lives.
2. To provide opportunities for spiritual growth for each student athlete.
3. To honor and glorify Christ in everything we do (Col. 3:23-24).
4. To teach each athlete the importance of being a testimony of Christ's love to all we come in contact with.
5. To maintain the highest level of Christian character on the athletic field or court.
6. To teach each athlete to have a respect for the authority that is present in his life.
7. To reach the parents of each athlete spiritually and get them involved in the ministry of SCS.
8. To complement the academic program with the athletic program.
9. To instill Biblical character traits in each athlete's life that he/she can use after his/her athletic career is completed.
10. To provide an opportunity for all students to actively participate in a viable sports program and to provide them the qualified coaches and supervisors whose goal is to make them stronger Christians, better students, athletes, and citizens of their community.
11. To provide the school and community with an honorable, exciting, and enjoyable program demonstrating Biblical ideals of leadership and excellence.

Athletic Eligibility, Qualifications, and Guidelines

Academic Eligibility Requirements

One of the primary purposes of SCS is to provide an excellent education for our students. At SCS, the academic life of a student is more important than their athletic life. Academics should be a priority to all student athletes. However, athletes will be expected to fulfill their commitment on the athletic field as well as maintain a satisfactory academic standing. If an athlete should have to leave school early on a game day, they should inform the teacher and arrange to make up an assignment.

The following criteria will be used to determine academic eligibility:

1. A student must have an overall GPA of 2.0 or better in order to be eligible to participate in co-curricular athletic activities.
 - The end-of-year GPA will determine fall sports eligibility.
 - Once a student has been selected for a team, their grades will be checked every three weeks.
 - The school does not hold openings on teams for students who are academically ineligible at tryouts. If a student is academically ineligible during tryouts, he/she is considered ineligible for the remainder of the season.
2. Students, who are not maintaining a 2.0 GPA at the time of progress reports or on their report card, will become ineligible for a minimum of 3 weeks and will be placed on academic probation immediately.
 - Students not attaining a 2.0 GPA at the end of the additional three weeks must remain off the team (including the next sport, if applicable) for six weeks instead of three weeks.
3. Students who become ineligible may continue to practice with the team but may not play or travel with the team.
4. Ineligible players must support the team by being present at all home games.
5. Students who receive two or more failing grades in addition to a GPA of 2.0 or lower will not be allowed to practice during the period of ineligibility.
6. The athletic director must approve students who show a pattern of being ineligible during the season before being added to the next season's roster.

Attendance Qualifications

1. All student athletes are expected to be at all scheduled practices and contests. Any absence must be pre-arranged with the coach. It will be at the coach's discretion to determine acceptable reasons for missing practices and games. Absenteeism may affect the athletes' standing/position with the team. Continued unjustified or unexcused absenteeism will result in a suspension from the team.
2. Any student who is not in school by the **beginning of the third period** is ineligible to play or practice sports for that day. Exceptions to the school attendance policy include: funerals, doctors' appointments, early dismissals, prearranged absences, and administrations' permission.

Athletic Participation Fee

SCS's Athletic Department requires each student athlete to pay a Participation Fee. This fee helps provide the monies needed to have a quality athletic program. Each family will be billed after the team rosters have been set. Fees are non-refundable after the first game regardless of eligibility or desire to continue. The exception to this policy is when a player sustains major injury. Upon visiting the fees from years past, via the athletic handbook and financial statements, we have decided to implement a consistent fee for all student athletes.

Athletic Participation Fee 2018/19 - \$150.00

**All participation fees will be billed through your SCS FACTS account.*

Enhancing Drugs and Supplements

SCS does not condone the use of performance enhancing drugs or supplements, which may endanger the health of any student-athlete. SCS follows the guidelines set forth by the American Academy of Sports Medicine, the National Football League, the National Collegiate Athletic Association, and the National Athletic Trainers Association. SCS does not promote or advocate the use of any performance enhancing substance including:

- ◆ Anabolic androgenic steroids
- ◆ Creatine (in any form)
- ◆ Human growth hormones
- ◆ Non-approved FDA medications
- ◆ Blood doping

The student-athlete at SCS is educated on these topics by our athletic trainer and coaching staff. We believe that it is hard work and commitment that allows the student to achieve his physical goals. We teach that the use of any performance-enhancing drug is short term, and in the long run, could cause damage or cause death to the athlete.

Physicals

All athletes must have a CAASC/NCISAA physical, and the Gfeller-Waller Concussion Form signed paperwork on file with the SCS Athletic Director before they can participate in any try-outs, practice, scrimmage, or contest. Parental authorization to participate, a medical release, and insurance information are all a part of the physical form. This physical form can be found on the CAASC website or the NCISAA website.

Administrative Organization

Southside Christian School believes that following the chain of command is not only imperative for a successful program, but that it is a principle taught throughout scriptures (Matthew 18). Should no resolution occur than the involved parties should take the conflict to the next level.

1. Head Coach or Assistant Coach
2. Athletic Director
3. Upper School Principal
4. Head of School
5. School Board

Affiliation

CAASC – Southside Christian is a member of The Carolina’s Athletic Association of Schools of Choice. Which is a not-for-profit organization created to provide competitive athletic competition for non-traditional educational institutions. The member schools include, but are not limited to, charter schools, public schools, home school organizations and parochial schools. Southside Christian abides by the by-laws, rules, and regulation set by the CAASC.

NCISAA – SCS has been approved June 2018 for membership by the NCISAA Board of Managers. The 2018-19 year will be a probationary year and then we will have full membership for the 2019-2020 year including being part of the MCC Conference (Mid Carolina Conference).

Interscholastic Athletics

1. Fall Sports
 - a. Soccer – Boys Middle School (6-8th)
 - b. Soccer – Boys Varsity (9-12th)
 - c. Volleyball – Girls Middle School (6-8th)
 - d. Volleyball – Girls Varsity (9-12th)
2. Winter Sports
 - a. Basketball – Boys Middle School (6-8th)
 - b. Basketball – Boys Varsity (9-12th)
 - c. Basketball – Girls Middle School (6-8th)
 - d. Basketball – Girls Varsity (9-12th)

- e. Swimming – Co-Ed Varsity (6-12th)
- 3. Spring Sports
 - a. Soccer – Girls Middle School (6-8th)
 - b. Soccer – Girls Varsity (9-12th)
 - c. Tennis – Boys Varsity (Tentative)
 - d. Golf – Boys Varsity (Tentative)

Criteria for Adding Interscholastic Sports

The following criteria will be considered in depth prior to the addition of any interscholastic sports:

1. Funding – Funding must be made available through the SCS operational budget. Current sports or the level of current sports will not be cut in order to add additional sports or level of sports.
2. The sport, by its nature, must be competitive athletic activity, which requires a high level of physical conditioning, training, and skill.
3. Student Interest – There should be an indication of strong student interest, not just in terms of participation, but spectator interest as well.
4. Athletic Framework – Organized competition, adequate facilities, competent coaches, and opportunity for growth are all factors that will be taken into consideration.
5. Equal Opportunity – Priority will be given to those sports that best equalize the opportunities for girls and boys.

Guidelines for Interscholastic Athletics

Undue Influence for Participation

- A. It is the philosophy of the Athletic Department that the athlete shall enjoy as many sport seasons as the student-athlete and his or her parents wish without influence from any coach to specialize in one sport. All coaches should encourage participation in other sports.
- B. If an athlete is dismissed from a team for disciplinary reasons or quits a team during the season he or she cannot participate or practice in another sport until the completion of that season.
- C. If a player quits a team during the season, he or she is ineligible to play during the following athletic season.
 - a. i.e. – Students quits the Soccer Team mid-season. Student is then ineligible to play a Winter Sport (i.e. Basketball or Swimming).

Squad Selection

- A. Philosophy – In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program, we encourage coaches to keep as many team members as they can without unbalancing the integrity of their sport. Obviously, time, space, facilities, and other factors will place limitations on the most effective squad size for any particular sport. However, coaches should strive to maximize the opportunities for students without diluting the quality of the program.
- B. Cutting Policies
 1. Responsibility
 - a. Choosing the members of the team is the sole responsibility of the coaches.
 - b. Prior to trying out, the coach will provide the following information to all team candidates and their parent(s) and guardian(s):
 1. Extent of a try-out period
 2. Criteria used to select the team
 3. Practice, in-season and off-season commitment if they make the team
 4. Game commitments
 2. Procedure
 - a. The Athletic Director must sign off on every final roster before it is posted.

- b. Coaches will discuss alternative possibilities for participation in the sport or other areas of the athletic program.
- c. If a coach foresees difficulties arising as a result of squad cuts, he or she should discuss the situation with the Athletic Director.

C. Roster Modifications

1. An 8th grade student-athlete may be placed on the Junior Varsity or Varsity roster for competition, however they are not allowed to participate in a middle school and high school game on the same day. Likewise, a Junior Varsity player may be placed on the Varsity roster, but that student-athlete will not be allowed to participate in a Junior Varsity and Varsity game on the same day.

Overnight Contests

When members of the coaching staff are of the opposite sex of team members, the head coach must provide a sponsor or chaperone for overnight trips. The head coach must notify the school administration with the name of the designated sponsor or chaperone. It is also encouraged that the head coach provides a sponsor or chaperone on all trips. **All sponsors/chaperones must complete background screening prior to chaperoning a trip.** Therefore, a minimum of a 1-week notice must be given to allow time to process and approve.

Return From Away Games and Tournament Play

Teams playing in tournaments will be expected to return to SCS the day of the contest, if eliminated, or immediately after the conclusion of a championship event. The Athletic Director may consult with the Upper School Principal to waive an exception to this rule pending mode of transportation or other special circumstances.

Sunday Meetings

Any practice, meeting, film session, or organized activity involving any player or players on Sunday is prohibited unless permission is received from **both the Upper School Principal and the Head of School.**

Accidents and Injuries

Coaches need to notify the Athletic Director the day of the injury. The coach will immediately notify the parents of potentially serious injuries. Any time an athlete is injured there must be an accident form filled out and on file with the Athletic Director by the start of the next school day. The accident form is necessary even if the injured person does not go to the doctor or hospital. It is the responsibility of the Athletic office to have a supply of Accident Forms. This form is also included in the Addendum Section of this handbook and is posted on the Athletic Document folder which is made accessible to all coaches at SCS.

Priority Given To School Sanctioned Programs

The Southside Athletic program must take precedence over any other outside activity, including recreation, youth or AAU leagues. While we do not discourage participation in other leagues, we insist that SCS games, practices, and other team functions have first priority.

Scheduling Guidelines

General Guidelines

- A. The Athletic Director will schedule all athletic practices and contests.
- B. No coach will schedule on an individual basis.
- C. No coach will change the date, time, or site of a scheduled athletic practice or contest.
- D. Wednesday Practices: Will be allowed if a team qualifies for the conference or state tournament in a particular sport. However, these practices are to be finished by 5:30p.m. The Head of School or

Upper School Principal may be grant permission for early practice times if warranted by having multiple teams in tournament play.

Facility Coordination

- A. The scheduling and coordinating of practice schedules for teams to use the gym limits the needed use of court time. Each coach must value his/her time on the court to best prepare his/her team for competition.
- B. Coaches must also realize that off-court preparation (team meetings, devotional, and chalk talks) is also an intricate part of the success of any team.
- C. Flexibility is possible in scheduling of practices if teams are traveling or when teams may need only half the gym for practice.

Cancellation of Contests

- A. The Athletic Director will handle all cancellation of games.
- B. The Athletic Director will at once contact the athletic director/coach of the opposing team.
- C. The Athletic Director will communicate to SCS families via the school website and Renweb.
- D. Officials for the contest will be notified.

Equipment and Finances

Equipment Issues

The head coach is responsible for all equipment. The responsibility includes, but is not limited to, collecting all equipment at the conclusion of the season, taking inventory storing all equipment in a safe place on the high school's premise and having the athletic director verify the inventory, and ordering new equipment. Each coach must maintain accurate records.

- A. School purchased equipment or uniforms cannot be given away or sold without the express permission of the Athletic Director.
- B. In-Season Care of Equipment & Uniforms
 1. At the end of a season the head coach will collect all equipment and uniforms within one week. If the equipment and uniforms are not collected within one week then a \$50 fine will be assessed to that program's In-House Camp/Clinic fund.
 2. Equipment must be stored at the school and in an area approved by the Athletic Director.
 3. Repair of equipment must be done at the end of each season.
 4. The athletic department is not responsible for missing equipment or the care of equipment.
- C. Equipment – end of season
 1. Equipment check-in. Within one week following the completion of the season, all equipment will be checked in, inventoried, and stored in a designated area on school property, as approved by the athletic director.
 2. Equipment repair. After inventory, all equipment will be checked for needed repair. All repair requests must be submitted to the athletic director.
 3. Laundry. The head coach is responsible for the cleaning of the uniforms both during the season and at the end of the season.
- D. Inventory
 1. The head coach will accomplish inventory. Inventory will be sent to the Athletic Director's office along with the equipment request for next year.
 2. The athletic department will not replace missing, non-inventoried equipment, or equipment that has been left unattended by the coach.

Financial Issues

- A. Game Tickets – Cost
 - SCS Students – Free
 - Other Students – \$3.00

- Adults - \$5.00
- *Subject to Change due to tournament play.

B. Ticket Sellers/Concession Stand

Each year the concession organizer will publish a schedule for both the ticket sellers and concession stand. The parent(s) of every athlete will be given a list of times that they must fulfill these duties.

C. Purchase of Equipment

The head coach will compile an equipment request list to include: quantity, name of item, brand (company) name, style number, description, and all related specs. The head coach will designate a priority of each item requested. The list should be signed by the head coach and sent, along with the signed inventory, to the athletic director.

Transportation Guidelines

Transportation to & from the Game

Each player must return from the game on the school-arranged transportation or with his own parent(s). The only exception is if the player has turned in a signed transportation form from the parent(s) allowing him to return with a specific adult. A player will never be allowed to return with another student driver.

Facilities

General

The Athletic Director is ultimately responsible for cleanliness of all storage areas, office areas and general cleanliness of the locker facilities. However, in many cases it will be the responsibility of coaches to enforce this among the players. Each coach is to ensure that the areas they access or utilize are clean after each practice or game. The coach is to inform the Athletic Director of broken or damaged equipment or facilities. If damage appears to be due to carelessness, neglect, or other negative factors, the Athletic Director, along with the administration, will determine if corrective measures are warranted.

Storage Room

All items of athletic equipment should be kept in the assigned racks, closets, shelves, etc. If this is not being done, he will investigate to determine cause and responsibility. Only the Athletic Director and coaches are allowed in the storage rooms.

Locker Rooms

Each coach is to inspect the locker, shower facilities after practice and games. All players' gear and equipment must be kept in the lockers assigned before, during and after practices and games. If it is not kept orderly and clean, then the Athletic Director will meet with the coach and find a solution.

Athletic Director's Responsibility

Accommodating Visiting Teams and Officials

It is important that a special effort to comfortably accommodate visiting teams and officials be taken. We should be as hospitable as possible at all times.

A. Visiting Team Preparation:

The Athletic Director will be fully responsible for seeing that the following arrangements are made:

1. Dressing Room: All visiting teams will be shown to the correct locker room. The athletic director will be sure that the locker rooms are clean and prepared.
2. Contest Notification: Notify the opposing coach and athletic director by phone or mail of starting times and where the contest is to be held.

B. Game Officials:

Make arrangements for someone to meet game officials when they arrive and to show them to the dressing area, which has been arranged for their use. Make sure the proper arrangements for their security and well-being have been taken care of. Make every effort to see that a totally favorable impression is made through our facilities and personal interest in their accommodations.

Athletic Record Keeping

The athletic director should keep a certain number of records with the majority of the needed information being supplied regularly by the coaches. Record keeping is essentially good business practice and material thus collected can be of great value in anticipating and capitalizing on trends, for use as a valid reference source and for establishing necessary PR relationships with the media. Good record keeping indicates to the administration that the athletic department is efficient and capable and a credit to the school system.

- A. Records maintained by the athletic director given to him by the head coach:
 - 1. Scores of every contest held
 - 2. Records (school, league, district, state) established by team or individual participant.
 - 3. Individual participation summaries
 - 4. Recommendations for seasons to come
- B. Annual inventory – at the end of the season and prior to ordering for the next season
- C. Award winners

Job Description

- A. Supervision
 - i. To supervise the athletic programs in consultation with the Upper School Principal.
 - ii. To appoint individuals to and remove them from their coaching positions in coordination with the Head of School and subject to the Head of School's approval.
 - iii. To mentor coaching personnel and to evaluate their performances.
 - iv. To act as a consultant to the administration and coaching personnel.
 - v. To hold a mandatory coaches meeting at the beginning of each academic year and/or season for review of coaching obligations and expectations.
 - vi. To hold meetings with coaches whenever necessary; to keep them informed of all matters pertaining to the athletic program.
 - vii. To supervise all athletic facilities; schedule practice use; to recommend maintenance and repairs.
 - viii. To supervise and coordinate the finances for all sports.
- B. Athletic Department Representative:
 - i. To schedule all interscholastic, athletic events for the school.
 - ii. To schedule all officials necessary for all home athletic events.
 - iii. To represent the school in all athletic business at league meetings.
 - iv. To enforce and interpret all athletic regulations as specified by the league in which membership is maintained.
 - v. To prepare the transportation schedule for all athletic trips and work with the school office in the implementation of schedule.
 - vi. To act as Tournament Manager for all league activities that are assigned to the school.
 - vii. To make all necessary arrangements for all non-school facilities needed in the athletic program.

- viii. To work closely with the concession organizer for running the concession stand and gate.

C. Duties Pertaining to Athletic Events:

- i. To attend all home athletic events *or have pre-approved staff or admin coverage; to be responsible for overall supervision; to obtain adequate personnel to ensure smooth operation on all fronts.
- ii. To coordinate with appropriate personnel, the starting and stopping time schedules for pre-game ceremonies and half-time programs.
- iii. To make recommendations to the Upper School Principal regarding the conduct of each activity.
- iv. To work with the Upper School Principal to determine the need and to establish a schedule of specific assignments and reporting times for all personnel involved with duties pertaining to the activity; for example, policing, ticket sales, etc.
- v. To assist the school in obtaining from visiting teams the information to be included in the individual game programs.

Coach's Employment and Responsibilities

Coach's Assignment

The athletic director and the Upper School Principal will evaluate all coaching positions on a yearly basis. Although at times volunteer coaches may be used, priority for all coaching positions will be given to full-time SCS employees. Any coach who is not already an SCS teacher will be required to complete the application process and meet the requirements for coaches as outlined in this manual.

Application Process for Coaches

- A. Complete a Volunteer Coaching Application, including references
- B. Agree to a Background Check
- C. Interview with AD and Upper School Principal
- D. Complete CAASC Coaches Training Course (NCISAA)
- E. Complete CPR and First Aide Certification Course
- F. Complete a coaching agreement and turn it into the AD

Requirements for Coaches

The coach, male and female alike, shall...

1. Have received Jesus Christ as personal Savior.
2. Believe that the Bible is God's Word and standard for faith and daily living.
3. Be a Christian role model in attitude, speech, and actions toward others. "A pupil is not above his teacher; but everyone, after he has been fully trained, will be like his teacher." Luke 6:40. Col. 3:5-10
4. Be a genuinely regenerated Christian who gives evidence of growing in grace and who is a member in good standing at a church with biblical doctrine that is consistent with SCS Statement of Faith.
5. Show by example the importance of Scripture study and memorization, prayer, witnessing, and unity in the Body of Christ.
6. Be in whole-hearted agreement with the school's Statement of Faith and Christian philosophy of education.
7. Have a spiritual maturity, academic ability, and personal leadership qualities to "train up a child in the way he should go." Prov. 22:6
8. Have a lifestyle of purity consistent with the teachings of Scripture. "But among you there must not be even a hint of sexual immorality, or of any kind of impurity, or of greed, because these are improper for God's holy people." Eph. 5:3

Personal

The coach, male and female alike, shall...

1. Recognize the role of parents as primarily responsible before God for their children's education and be prepared to assist them in that task.
2. Demonstrate the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality.
3. Meet everyday stress with emotional stability, objectivity, and optimism.
4. Maintain a personal appearance that is a Christian role model of cleanliness, modesty, good taste, and in agreement with school dress code policy.
5. Use acceptable English in written and oral communication. Speak with clear articulation.
6. Respectfully submit and be loyal to constituted authority.
7. Notify the administration of any policy he/she is unable to support.
8. Refuse to use or circulate confidential information inappropriately.

Experience

1. Prior coaching experience desired
2. Demonstrated experience working with middle and high school aged athletes.

Mandatory Coaches Meeting

Coaches must attend a mandatory coaches meeting at the beginning of the year and/or season as scheduled by the Athletic Director. This meeting will be held to ensure each coach is familiar with the athletic manual, the expectations of his/her job, and other important information that pertains to their sport/activity.

Authorization to Begin Coaching Duties

A coach cannot coach or be in contact with athletes during in-season, off-season, or summer programs until he or she has been cleared by the Athletic Department and Upper School Principal to begin the coaching assignment.

Dress Code for Coaches

Coaches will dress in accordance with SCS employee and volunteer dress code guidelines. This includes making sure that all clothing is loose fitting, shorts are knee-length, and that shirts have sleeves. Coaches should wear attire that covers any tattoos in accordance with the dress code for SCS employees. Male coaches should remove any piercings prior to practice or game. Coaches should maintain appropriate professional dress at all times that they are representing SCS.

Coaches will help maintain enforcement of the SCS student dress code as out-lined in the SCS Student Handbook and report any concerns to the Athletic Director who shall inform the Upper School Principal.

Evaluation of Coaches

A. Head coaches

1. The annual formal evaluation will be in three areas: professional qualities, coaching performance, and related coaching responsibilities.
2. The Upper School Principal and the A.D, will continually observe the coaches during practice and game sessions. The Athletic Director will evaluate the head coach. The final evaluation will be made within one month of the completion of the season. The final decision on head coaches is the responsibility of the A.D. and US Principal in consultation with the Head of School.
3. The coach being evaluated will be given the opportunity for comment or rebuttal. Following the completion of the evaluation, a copy will be given to the coach.

B. Assistant Coaches

The head coach, with input from the SCS Athletic Director, will evaluate assistant coaches. The final decision on assistant coaches is the responsibility of the Athletic Director and the Upper School Principal in consultation with the Head of School.

- C. Coaches will be evaluated on an annual basis. *SCS will also utilize parent/student surveys on a regular basis to provide feedback on an SCS sports team.

Change in Coaching Status

When a new coach is assigned, the new coach will have the opportunity to select the assistant coaches. Current assistant coaches in that particular sport must reapply for an assistant coaching position. Assistant coaches, who are not already an SCS staff member, will also have to complete the Application Process (p. 8) and attend the mandatory coaches meeting before they can have any contact with players.

Coaching For Other High Schools

An employee of SCS cannot coach, as a paid or volunteer coach, at another middle school or high school.

Devotions & Discipleship (II Tim. 2:2)

Every coach is to have a regular devotional and discipleship program that seeks to meet the spiritual needs of his/her athletes. With larger teams, the responsibility of devotions can be divided among the coaches. All coaches are to make personal contact with every player regarding salvation. Head coaches will be responsible to report to the Athletic Director regarding the devotional/discipleship program. **The coach may be the most influential person in many athletes' lives.** We must be worthy of this calling. Take advantage of the teaching time each day and have a well thought-out devotional program.

Some suggestions:

1. Write out testimony.
2. Be able to lead someone to Christ.
3. Have regular Bible study.
4. Relate athletic principles and fundamentals to spiritual responsibilities.
5. Read a selected book and discuss the content during the devotional times. Always be sure to apply each situation to the absolutes of Scripture and then to life.

Student Contract

All coaches will have a student contract for athletes to sign. These can include expectations of attitude, behavior, conduct, etc. Students will read and sign the student contract given at the first team meeting of each sports season. Contracts will be kept on file by the coach. The SCS Athletic Director must approve all student Athletic Agreements.

Student Athlete Responsibilities

- A. Represent Christ through your actions on and off the athletic field.
- B. All student athletes at SCS are subject to the school rules at all times. In addition, stricter guidelines may also apply to student athletes. For example, any student athlete known to be experimenting with alcohol, drugs, steroids, tobacco (includes chewing tobacco), or e-cigarettes will be suspended from athletics for one semester.
- C. Any student athlete who is suspended from school may not participate in or attend an athletic event or practice during the duration of the suspension.
- D. A coach has the right to refuse a student athlete's request to come out for a sport if the student athlete is late in coming out for the sport.
- E. Coaches reserve the right to make cuts before the season.
- F. The coach or the school administration may deem student athletes with frequent absences, tardiness, or discipline problems in the classroom or on the athletic field, ineligible.
- G. All student athletes are required to attend all events, practices, games, awards ceremonies, etc.,

during and after the season. In addition, student athletes are to arrive on time for all of the above. If a player chooses to skip a practice or a game, it will be the coach's discretion on the punishment for the student athlete.

- H. During practice and games, all student athletes are required to remain with the team at all times at all home and away events. This includes all people involved in the sport: players, statisticians, photographers, etc. A note from a parent must accompany any request to do otherwise.

Communication with Parent(s) or Guardian(s)

The Athletic Director and head coach will have a pre-season meeting with participants and parent(s) or guardian(s). The meeting will include, but is not limited to, a handout and discussion in the following areas:

- A. SCS Athletic Policies
 - 1. Student Athlete Handbook – must be read and signed by both the parent & the student athlete.
 - 2. Guidelines for participation
 - 3. Academic Eligibility
 - 4. SCS sport specific rules
 - 5. Transportation to and from events
- B. General Rules of the Sport
 - 1. Tardiness
 - 2. Missing Practice
 - 3. Personal Conduct
 - 4. Care of equipment
 - 5. Dress code
 - 6. Drugs, alcohol, and tobacco or e-cigarette use
- C. Injuries – procedures to follow
- D. Parent Involvement
 - 1. Communication with the coach
 - a. Express concerns directly to the head coach
 - 1. Set up a meeting time during the school day. Do not attempt to confront a coach before or after a practice or game. Please wait 24 hours before addressing a coach with any concerns. This allows for productive and efficient communication from both parties.
 - b. Notify the coach of pending or anticipated problems or concerns.
 - c. Discuss specific concerns in regards to the coach's expectations.
 - 2. Issues to discuss with a coach
 - a. The treatment of a student-athlete, mentally or physically.
 - b. Ways to help a student-athlete improve.
 - c. Concerns about a student-athlete's behavior.
 - d. Coach's philosophy and expectations for your child and the team.
 - e. Team rules and requirements
 - f. Sanctions incurred by your child
 - g. Scheduling
 - h. College Participation
 - 3. Issues NOT to discuss with a coach
 - a. Team selection
 - b. Playing time
 - c. Sport strategy
 - d. Play calling
 - e. Matters concerning other team members

4. Steps to follow if a perceived problem exists and a resolution between the parent(s) and coach cannot be reached:
 - a. Set up a meeting with the head coach and the Athletic Director
 - b. Set up an appointment with the Upper School Principal
 - c. Set up a meeting with the Head of School
- E. Expectations of Parents
 1. Understand and support the philosophy and objectives of the team.
 2. Understand and support the expectations the coach has of the athletes and support the coach in achieving these expectations.
 3. Attend all parent meetings.
 4. Understand the role of the parent.
 5. Volunteer to help and support the athletics in fundraising activities.
 6. Insist that parents and fans support the coach through winning and losing seasons.
 7. When complaints or concerns arise, allow the coach and Athletic Director time to resolve the problem and find solutions.

Investigative Procedure – Complaints Against a Coach

When a concern, complaint, or allegation is received against a coach, the SCS Athletic Director will immediately address the issue.

- A. If an allegation potentially involves sexual harassment or physical abuse, the Athletic Director will immediately notify the Head of School and Upper School Principal. The investigation will be conducted as outlined according to SCS policy.
- B. All other concerns are addressed through the Athletic Director and Upper School Principal. The Athletic Director and Upper School Principal will initiate inquiry into the alleged problem. The Upper School Principal will inform the Athletic department in writing as to the steps taken in the probe and the conclusion reached by the school.
 1. The Upper School Principal in consultation with the Head of School will make a determination:
 - a. Is there a violation of school policy?
 - b. Was due process followed?
 - c. Were school rules broken?
 - d. Is there a pattern of behavior developing?
 2. If it is determined that a problem does exist, the Head of School will initiate remedial action that could include:
 - a. Letter of Reprimand
 - b. Growth Plan
 - c. Probation
 - d. Suspension
 - e. Termination
 3. A follow-up letter will be sent to the parent(s) or court-appointed guardian(s) by the Upper School Principal or the Head of School at the conclusion of the investigation.

If personnel action is taken against a coach, SCS will NOT inform or make a public comment about the action – Right of Privacy of school personnel.

Ethical Considerations for Coaches

- A. Respect each player as a special individual with unique needs, experience and characteristics; develop this understanding and respect among players.
- B. Have pride in being a good example of a coach in appearance, conduct, language and sportsmanship, and teach the players the importance of these standards.

- C. Demonstrate and instill in players a respect and courtesy toward opposing players, coaches, and officials.
- D. Express appreciation to the officials for their contribution and appropriately address officials regarding rule interpretations or officiating techniques. Respect their integrity and judgment.
- E. Exhibit and develop in players the ability to accept defeat or victory gracefully without undue emotionalism.
- F. Teach players to play within the spirit of the game and the letter of the rules.
- G. Develop understanding among players, stressing a spirit of team play. Encourage qualities of self-discipline, cooperation, self-confidence, leadership, courtesy, honesty, initiative, and fair play.
- H. Provide for the welfare of the players by providing safe playing areas; using judgment before playing injured, fatigued, or emotionally upset players; and providing proper medical care and treatment.
- I. Use consistent and fair criteria in judging players and establishing standards for them.
- J. Treat players with respect, equality and courtesy.
- K. Direct constructive criticism toward players in a positive, objective manner.
- L. Compliment players honestly and avoid exploiting them for self-glory.
- M. Emphasize the ideals of sportsmanship and fair play in all competitive situations.
- N. Maintain an uncompromising adherence to standards, rules, eligibility, conduct, etiquette, and attendance requirements. Teach players to understand these principles and adhere to them.
- O. Be sufficiently knowledgeable in aspects of the sport to provide an appropriate level of achievement for the players. Have a goal of quality play and excellence. Know proper conditioning principles and have an understanding of rules and officiating.
- P. Attend workshops, clinics, classes, and institutes to keep abreast and informed of current trends and techniques of the sport.
- Q. Obtain membership and be of service in organizations and agencies, which promote the sport and conduct competitive opportunities.
- R. Use common sense and composure in meeting stressful situations and in establishing practice schedules, which are appropriate and realistic in terms of demands on player's time and physical condition.

General Athletic Information

Athletic Awards

Awards (including trophies and letters) will only be given to those athletes who begin and finish the season. This will include any preseason for any sports as well as tournament games.

Award Guidelines

*Coaches will give a minimum of two awards for each season. Participation Certificates will be given to all Student Athletes.

- A. **Warrior Award** – An award chosen by the coach to that special athlete who has exemplified the attitude and spirit of SCS Athletics. This athlete may or may not have been a standout or star, but has proven them self in the area of character and team play.
- B. **Most Valuable Player** – An award given to the athlete who has been proven to have a positive impact on the team.
- C. **Coaches' Award** – An award given to a player for his hard work and willingness to do all the coach asked them to do.
- D. **Most Improved Player** – The player who has worked very hard and has shown the most improvement from the start to the finish of a season.
- E. **Leadership Award** – An award given to a player who has exemplified leadership both on and off the court or playing field.

Athletic Dress

SCS Athletic dress for ALL games will follow SCS school guidelines for both home and away games. Please note, torn or ripped jeans are not appropriate. Coaches may have specific requirements for team members and will address this issue in team meetings. Remember that you not only represent yourself, but also your family, the school, your team, and the Lord Jesus Christ. We want to look as sharp as possible.

Athletic Injuries

When your student athlete comes home complaining of an injury, your first question as a parent should be: “Did you tell the coach about this?” If the answer is yes—Great! When a player gets injured, he/she needs to attend all practices unless he/she is at the doctor or rehabilitation for the injury. The coach will file an accident report with the athletic office. If the need arises, we will submit any medical claims to our insurance company. Our insurance is the secondary; your insurance is the primary.

Sportsmanship

All parents, coaches, and athletes are expected to demonstrate appropriate sportsmanship at all SCS athletic events. There is a correlation between sportsmanship and a positive Christian testimony. As the saying goes, “We may be the only Bible others read.” This should always be considered in athletic competition. We should strive to be Christ-like parents, coaches, and athletes who show great sportsmanship at all times, give 100% at all times, and show a positive Christian testimony at all times on the athletic field or gymnasium.

Here are a few helpful guidelines:

1. Show respect for the opponent at all times. When opponents visit our school, they should be treated as guests, greeted cordially on arrival, given good accommodations, and accorded the tolerance, honesty, and generosity, which all human beings deserve. When visiting another school, we should be cordial and appreciative of our host. Good sportsmanship is the Golden Rule in action.
2. Show respect for the officials. The officials should be recognized as impartial arbitrators who are trained to do their job and who can be expected to do it to the best of their ability. Good sportsmanship implies the willingness to accept and abide by the decisions of the officials.
3. Know, understand, and uphold the rules of the contest. A familiarity with the current rules of the game and the recognition of their necessity for a fair contest is essential. Good sportsmanship suggests the importance of conforming to the spirit as well as the letter of the rules.
4. Maintain self-control at all times. A prerequisite of good sportsmanship requires one to understand his own bias or prejudice and the ability to prevent the desire to win from overcoming rational behavior. A proper perspective must be maintained if the potential educational values of athletic competition are to be realized. Good sportsmanship means proper behavior by all involved in the game.
5. Recognize and appreciate skill in performance regardless of affiliation. Applause for an opponent’s good performance is a demonstration of generosity and good will. The ability to recognize quality in performance and the willingness to acknowledge it without regard to team membership is one of the most commendable gestures of good sportsmanship.

Technical Fouls, Red Cards, and Ejections

A student athlete, who is ejected or receives a technical foul for unsportsmanlike conduct, will be required to attend a coaches’ meeting to explain his actions. The coaching staff will use this opportunity to instruct the student athlete in the area of self-control and in personal and team testimony.

In the case of repeated offenses, a strategy will be developed by the staff to assist the student athlete in the development of self-control. This may result in suspension from a team or suspension for a limited

number of games

Media Relations

General Statement

SCS should like to receive as much “free” advertisement as possible. It is important for all coaches to be in contact with the newspaper in the area. Whatever the coach can do to develop a more effective relationship with the print media would be helpful. We must realize that we should consistently call our scores into the newspapers (whether we win or lose) as we begin to develop a better relationship with the press. They could greatly aid this ministry. The first contact should be by the coach. They must be called in the day of the game (find out what the deadline is). The following list will help you to be successful with the media.

- A. Be available and cooperative.
- B. Acknowledge a reporter’s presence when he approaches you. Make eye contact; shake his hand.
- C. Learn and use a reporter’s name. Players should be polite and use “Yes, sir” and “No, sir.”
- D. Be honest and sincere.
- E. Don’t hide
- F. Don’t stereotype all media because you may have had a bad experience with someone.
- G. Be yourself.
- H. Remember that the media can hurt you as much as you might think they can hurt you.
- I. Be sure to give credit to the Lord, the players and other coaches.

Local Sports Editors

- A. Call whether we win or lose.
- B. Keep editor abreast of standing in league and of outstanding athletic achievements by players.
- C. Keep editors alert of photographic opportunities.
- D. Keep editors notified about schedule changes.

Season Ending Awards ceremony

At the end of the school year, an awards ceremony is held to honor athletes. Parents are encouraged to attend the ceremony. All athletes are required to attend the ceremony.

Parent Guide

General Guidelines

You, as a parent, play an essential role in helping your child learn the values of winning and losing. Below are some suggested topics you can discuss with your child in these situations.

- A. Values of Winning: Help your child learn the values of winning by:
 1. Offering congratulations for winning and identifying and discussing the efforts made by the individuals and the team
 2. Recognizing the improvements and growth of both individuals and the team
 3. Emphasizing competitiveness and doing one’s best
- B. Values of Losing: Helping your child learn from losing experiences by:
 1. Crediting the other team
 2. Crediting the play of his opponent
 3. Focusing on improvement by individuals and team
 4. Discussing what was successful
 5. Discussing what, if anything, individuals or the team could have done differently
 6. Accepting the loss, setting individual goals, and moving forward

Parent Meetings

Parents of student athletes participating in a sport are required to attend the athletic policy meeting for that sport. These meetings will be informational and cover insurance policy, and the athletic department policies.

*Meetings are held in the Fellowship Hall at the middle/high school campus. Dates and times will be announced well in advance.

Concession and Gate Responsibilities

All student athlete parents will be responsible to work during the games either helping with the gate or the concessions stand. Each student athlete parent is asked to sign up for a job and time to be there. Please help the athletic department by coming at your scheduled time. If there is a conflict, please call another parent to switch with you and let us know about the change 24 hours in advance, when possible.

Sports Pictures

Picture order envelopes will be available in the school office. Remember, pictures must be paid for when they are taken. Picture dates will be announced in advance.

Closing Statement

The Southside Christian School Athletic Handbook has been written to provide clear guidelines for our coaches, parents, and student athletes alike. We have written these policies with the intention of furthering the athletic program that is currently in place at Southside Christian School. With that being said please keep in mind that these policies may be amended or added to as the school year progress.



Southside Christian School

Coach's Commitment

- I am saved and have a growing relationship with Christ.
- I have a desire to see athletes grow in their spiritual and physical lives.
- I will commit to disciple my team in our Christian faith throughout the season as needed.
- I will commit to being on time and prepared for all practices, games, and awards banquets.
- I will spend the time needed to grow in my knowledge of my sport to better help my team be successful.
- I will strive to do all things with excellence.
- I will model Christ-likeness to members of the SCS community both on and off the “field,” including refraining from alcohol consumption when in the presence of members of the SCS community not related to me.
- I will be careful in my choices of entertainment so as not to be a stumbling block for those I have influence over.
- I have read, understand and will follow the information found in the SCS Athletic Handbook 2018-19.

Coach's Signature: _____ Date: _____

Athletic Director's Signature: _____ Date: _____



SCS Student Athlete Agreement 2018-19

Please sign, date, and return this form to the Athletic Department. Athletes will not be eligible to compete until this form is completed and returned.

I have read the entire SCS Athletic Handbook 2018-19 and agree to abide by its standards and policies. I agree to support them both in spirit and practice.

Athlete's Signature: _____ Date: _____

SCS Parental Agreement 2018-19

I have read the entire SCS Athletic Handbook 2018-19 and fully support the enforcement of its rules and guidelines. I agree to support the coaching staff and their decisions, as they are the delegated authority in my son or daughter's participation in SCS athletics.

Father's Signature: _____ Date: _____

Mother's Signature: _____ Date: _____



Carolina Athletic Association for Schools of Choice
PO Box 842, Oak Ridge, NC, 27310
Phone: 336-558-0217 Email: caasc.office@gmail.com

Athletic Physical Form

Special Note: No other forms are acceptable unless Section II is modified or substituted ONLY to comply with local and/or state laws or because of medical practitioner regulations (i.e. the medical practice insists on its own form). In either case, Section I must still be filled out entirely and attached to any modified/substituted form. Section II must be completed in its entirety ONLY by a Licensed State Examiner (medical doctor, nurse practitioner, etc.)

Section I: FOR PARENT/GUARDIAN COMPLETION ONLY

Legal Name of Participant (must match birth certificate):

Last _____ First _____ Middle _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No: _____ Date of Birth: _____ Male _____ Female _____

Name of Primary Medical Insurance Company: _____ Policy Number: _____

Membership Number: _____ Name of Primary Insured: _____

Does primary insured have Medicaid? Yes No Does primary insured have Medicare? Yes No

Sport (check one): Cheer _____ Dance _____ Tackle _____ Flag _____

PARTICIPANT MEDICAL HISTORY

- | | | | |
|-----|---|-----|----|
| 1. | Are there any injuries requiring medical attention? | Yes | No |
| 2. | Are there any past surgeries or scheduled surgeries? | Yes | No |
| 3. | Is there any history of concussions and/or head injuries? | Yes | No |
| 4. | Is the participant currently under the care of a medical practitioner? | Yes | No |
| 5. | Is the participant currently taking any medications? | Yes | No |
| 6. | Does the participant have any allergies (penicillin, bee stings, etc)? | Yes | No |
| 7. | Does the participant have asthma/require the use of an inhaler? | Yes | No |
| 8. | Is the participant diabetic/require medication for diabetes? | Yes | No |
| 9. | Does the participant carry sickle cell trait/suffer from sickle cell disease? | Yes | No |
| 10. | Does the participant currently require medication? | Yes | No |
| 11. | Does/has the participant have/had seizures? | Yes | No |
| 12. | Does the participant wear glasses or contact lenses? | Yes | No |
| 13. | Does the participant wear a brace or other medical support device? | Yes | No |
| 14. | Does the participant have any other physical limitations or medical conditions? | Yes | No |

If you answered yes to any of the above questions, please provide the question number and an explanation in the following space and/or attach to this form: _____

I hereby certify that this information is accurate to the best of my knowledge. I understand that this medical authorization may be voided in the event of injury, illness or accident and my child may not be cleared for participation at such time. Furthermore, I hereby acknowledge that it is my responsibility to inform my child’s coach or school official in writing if there is any change in the medical condition of my child. I also understand that it’s my responsibility to obtain written permission from my child’s physician on official medical stationary in order to seek permission for my child to resume participation after any and all such injury, illness or accident.

Signature of Parent or Legal Guardian: _____

Print Name: _____

Relationship to Participant: _____

Dated: _____

Section II: THIS SECTION MUST BE COMPLETED ONLY BY A LICENSED MEDICAL PROFESSIONAL.

Name of Participant: _____

(Please check the following if healthy or note otherwise):

Height	Weight	Eyes
Ears	Mouth	Nose & Throat
Respiratory	Cardiovascular	Neurological
Musculoskeletal	Dermatological	Blood Pressure

I hereby certify that I am a licensed state examiner and have examined the above named individual and understand that he/she will be involved in participating in The CAASC athletic programs. I hereby swear and attest that this individual is physically fit and I have found no medical reason which would prevent this individual from safely participating in The CAASC sponsored activities for the 20__ - 20__ season. I am therefore clearing this individual for athletic participation without limitation.

Please indicate medical profession (M.D., D.O. R.N., etc.) _____

Are you licensed in the state of North Carolina to perform physical examinations? YES NO

Dated: _____

Please sign and fill out the following information OR place Official Medical Practice Stamp here:

Signature _____ Printed

Name _____

Address _____ City _____ State _____ Zip _____

Phone _____ Fax: _____

Email/Website: Email _____ (Optional)

Section II must be completed in its entirety ONLY by a Licensed State Examiner (medical doctor, nurse practitioner, etc. – this may vary by state). NO other forms are acceptable unless Section II is modified or substituted ONLY to comply with local and/or state laws OR because of medical practitioner regulations (i.e. the medical practice insists on its own form). In either case, Section I must still be filled out entirely and attached to any modified/substituted form that MUST be signed in the current calendar year.

STUDENT-ATHLETES CONCUSSION

INFORMATION FOR STUDENT-ATHLETES & PARENTS/LEGAL CUSTODIANS

What is a concussion? A concussion is an injury to the brain caused by a direct or indirect blow to the head. It results in your brain not working as it should. It may or may not cause you to blackout or pass out. It can happen to you from a fall, a hit to the head, or a hit to the body that causes your head and your brain to move quickly back and forth.

How do I know if I have a concussion? There are many signs and symptoms that you may have following a concussion. A concussion can affect your thinking, the way your body feels, your mood, or your sleep.

Here is what to look for:

Thinking/Remembering	Physical	Emotional/Mood	Sleep
Difficulty thinking clearly Feeling slowed down Difficulty concentrating Difficulty remembering new info.	Headache Fuzzy or blurred vision Nausea/Vomiting Dizziness Balance problems Sensitivity to noise or light	Irritability Sadness More emotional than normal Feeling nervous or anxious Crying more	Sleeping more than usual Sleeping less than usual Trouble falling asleep

Table from the Centers for Disease Control and Prevention (<http://www.cdc.gov/concussion/>)

What should I do if I think I have a concussion? If you are having any of the signs or symptoms listed above, you should tell your parents, coach, athletic trainer or school nurse so they can get you the help you need. If a parent notices these symptoms, they should inform the school nurse or athletic trainer.

When should I be particularly concerned? If you have a headache that gets worse over time, you are unable to control your body, you throw up repeatedly or feel more and more sick to your stomach, or your words are coming out funny/slurred, you should let an adult like your parent or coach or teacher know right away, so they can get you the help you need before things get any worse.

What are some of the problems that may affect me after a concussion? You may have trouble in some of your classes at school or even with activities at home. If you continue to play or return to play too early with a concussion, you may have long term trouble remembering things or paying attention, headaches may last a long time, or personality changes can occur. Once you have a concussion, you are more likely to have another concussion.

How do I know when it's ok to return to physical activity and my sport after a concussion? After telling your coach, your parents, and any medical personnel around that you think you have a concussion, you will probably be seen by a doctor trained in helping people with concussions. Your school and your parents can help you decide who is best to treat you and help to make the decision on when you should return to activity/play or practice. Your school will have a policy in place for how to treat concussions. You should not return to play or practice on the same day as your suspected concussion.

You should not have any symptoms at rest or during/after activity when you return to play, as this is a sign your brain has not recovered from the injury.

This information is provided to you by the UNC Matthew Gfeller Sport-Related TBI Research Center, North Carolina Medical Society, North Carolina Athletic Trainers' Association, Brain Injury Association of North Carolina, North Carolina Neuropsychological Society, and North Carolina Independent Schools Athletic Association.

Student-Athlete & Parent/Legal Custodian Concussion Statement

*If there is anything on this sheet that you do not understand, please ask an adult to explain or read it to you.

Student-Athlete Name: _____

This form must be completed for each student-athlete, even if there are multiple student-athletes in each household.

Parent/Legal Custodian Name(s): _____

We have read the Student-Athlete & Parent/Legal Custodian Concussion Information Sheet. If true, please check box.

After reading the information sheet, I am aware of the following information:

Student-Athlete Initials		Parent/Legal Custodian Initials
	A concussion is a brain injury, which should be reported to my parents, my coach(es), or a medical professional if one is available.	
	A concussion can affect the ability to perform everyday activities such as the ability to think, balance, and classroom performance.	
	A concussion cannot be "seen." Some symptoms might be present right away. Other symptoms can show up hours or days after an injury.	
	I will tell my parents, my coach, and/or a medical professional about my injuries and illnesses.	N/A
	If I think a teammate has a concussion, I should tell my coach(es), parents, or medical professional about the concussion.	N/A
	I will not return to play in a game or practice if a hit to my head or body causes any concussion-related symptoms.	N/A
	I will/my child will need written permission from a medical professional trained in concussion management to return to play or practice after a concussion.	
	Based on the latest data, most concussions take days or weeks to get better. A concussion may not go away right away. I realize that resolution from this injury is a process and may require more than one medical evaluation.	
	I realize that ER/Urgent Care physicians will not provide clearance if seen right away after the injury.	
	After a concussion, the brain needs time to heal. I understand that I am/my child is much more likely to have another concussion or more serious brain injury if return to play or practice occurs before concussion symptoms go away.	
	Sometimes, repeat concussions can cause serious and long-lasting problems.	
	I have read the concussion symptoms on the Concussion Information Sheet.	

Signature of Student-Athlete

Date

Signature of Parent/Legal Custodian

Date