

BAYTOWN CHRISTIAN ACADEMY



ATHLETIC HANDBOOK

2016-2017

1 Timothy 4:8 (NLT)

Physical training is good, but training for godliness is much better, promising benefits in this life and in the life to come.

Philosophy

Our goal is to train and develop our students' spirits, souls and bodies. We are fulfilling that goal by training students to live responsible and successful lives based on the Word of God.

Baytown Christian Academy believes that quality education includes the opportunity to participate in athletic programs. The athletic program is extracurricular only in the sense that student involvement is a voluntary privilege and requires an investment of considerable time outside the school day. Therefore, with these opportunities available, students are expected to represent the school as a part of the Christian community with exemplary behavior wherever they go, as the public will take notice. A Bible verse that every coach and athlete should know is Philippians 1:27. "Only let your conversation be as cometh the gospel of Christ..." (KJV).

It is vital that each student involved with the athletic program realize that no matter how formidable the opposition, the team competes to win. Every athlete should strive to be first. Paul wrote, "Know ye not that they which run the race run all, but one receiveth the prize?..." (I Cor. 9:24-KJV) They are to be coached and are to play in such a way as to win, and expect to have victory. On the other hand, the student must know that there is no shame or disgrace to the team that plays its best and is behind at the end of the contest. Winning is not the guiding principle. It is how well the team or individual competes.

The strength of athletics lies in its ability to develop character traits such as cooperation, determination, perseverance, self-control, discipline of emotion, sportsmanship, humility, commitment, and maturity. Because these traits are parts of the fruit of the Spirit discussed in Galatians 5:22, athletics is valuable to the Christian community and the Christian school.

Baytown Christian Academy is committed to training and developing our students for Christian service and leadership. If the positive characteristics, mentioned above, are practiced over time, these traits will be reinforced; and the student will carry these traits into the adult years. Athletics is not the whole answer to character development at our school, but one building block of many, designed for Christian character development of the student at Baytown Christian Academy.

CODE OF CONDUCT DURING COMPETITION FOR ALL BCA ATHLETES

We know that athletic competition raises the level of our intensity and that the desire to win is important. However, the desire to win can never become so important that we lose our Christian witness. Everyone is watching to see how those involved in the Christian School conduct themselves. Therefore, we will teach our athletes to be accountable for their conduct. It is never acceptable to be rude to those we compete against. Respect will be taught and demonstrated regardless of the outcome of the game.

We realize that officiating a game is a very difficult responsibility. Coaching is not always an easy job either. Not all decisions made by officials and/or coaches will be understood, or will they always be right, but we expect our players to submit to authority in a proper way. School spirit is never to be an excuse for unruly and rude treatment of other fans, coaches, officials, or opposing players. (All student athletes must sign the STUDENT ATHLETIC CONTRACT.)

COACHES AND ASSISTANTS

1. All coaches (employed and volunteer) must be committed to the Christian faith and the policies of BCA.
2. They are expected to exhibit a Christian example at all times.
3. They must be approved and hired by the Administrator and Athletic Director.
4. They are expected to pray with their team daily.
5. They are expected to practice and reinforce the school Philosophy of Christian Athletics.
6. The athletic department will strive to train all coaches as opportunities arise.
7. Any actions by a Coach or Assistant Coach that are contrary to our code of ethics should be reported to the Administration.
8. All coaches are expected to be at practices and provide appropriate supervision for students.

ACADEMIC ELIGIBILITY

Each student participating in the athletic program will be required to meet certain minimum standards in the area of academics. He/she will also be expected to maintain at all times, a proper Christian testimony for the Lord.

The student must follow these guidelines to become eligible to participate in practice or games, as an athlete or student manager/statistician:

- A. Parental permission is required. (See enclosures)
- B. Parents must sign a sports medical release form before a student may practice or play. Coaches will carry release forms with them to all team events.
- C. A physical is required each year before trying out for a team or practicing. The local doctors give physicals to athletes for a nominal charge in September

Eligibility to participate in extra-curricular activities will be determined using the "No Pass/No Play" policy outlined below. This policy is based on TAPPS policy regarding eligibility for participation.

- All students are eligible to participate during the first six weeks, provided they did not fail two or more classes for the previous spring semester.
- Students who do not meet this requirement may regain eligibility if they are passing all classes when progress reports are issued for the first six-weeks grading period.
- After the first six weeks grading period, students who fail no more than one class on their six-week report card will be eligible for the following six-weeks period provided the one failing grade is between 60-69.
- Students who are failing two or more courses with a grade below 70 at the end of a six-week grading period will not be allowed to participate in any extracurricular activity for a period of three school weeks. A school week is defined as any Monday-Friday period that has at least two days of classes.
- The three-week non-participation period will begin on the first school day following the end of the six-weeks grading period.
- Students are expected to continue practicing with the team during periods of ineligibility, but may not dress out for games, travel with the team to out-of-town contests, or sit on the bench during any contest.
- All students are eligible to participate in games during the Christmas break.
- A student may regain eligibility after the three-week period of ineligibility if the student is passing all classes at the end of the three-week ineligibility period (Progress Report day). He/she regains eligibility for the remainder of the six-weeks grading period beginning on the first school day following Progress Report day.
- Students who are assigned to In-School Suspension or Home Suspension will be ineligible to participate in any contests or practices for seven calendar days from the event that earned the student the suspension.

ABSENCE GUIDELINES FOR EXTRACURRICULAR ACTIVITIES

- To participate in an extracurricular activity (game or practice), a student must be in attendance for four class periods.
- The headmaster or academic dean may excuse the students with extenuating circumstances from the policy (doctors appointments will require a physicians note).
- It is the student's responsibility to notify his coach/teacher/athletic director, of an unexpected event that is preventing him/her from being at school by the expected time.
- Students are expected to have all missed assignments completed on the day of return to class after an extracurricular activity, including being responsible for any assignments being administered in the day he/she returns to class.
- The following concessions the day after an extracurricular activity are made for students arriving back to school late at night:
 - o Arrive on campus between 11:00 pm - 12:00 am - excused from Period 1
 - o Arrive on campus between 12:00 am - 1:00 am - excused from Periods 1 & 2
 - o Arrive on campus after 1:00 am - excused from Periods 1, 2, & 3.

A student must be in good standing with the school and the particular area of participation. This means that school owned equipment checked out by a participant in any sport is his/her responsibility. The loss or misuse of equipment will be the financial obligation of the participant. Participants will not be allowed to continue competition or receive awards until that obligation is fulfilled. Charges are based on current replacement costs.

TEAM RULES OF CONDUCT

“...Give none occasion to the adversary to speak reproachfully” (I Tim. 5:14-KJV)

The student that chooses to participate in the athletic program is in a unique position. This position will be observed by many public and private schools, media, parents, guests, peers, teachers, and the public at large. It is an excellent opportunity to demonstrate one's desire to be Christ-like in sportsmanship and performance.

Each coach is responsible for the conduct of the members of his/her teams. The coach will provide a set of team rules explaining conduct and penalties for both minor and major infractions of the rules in the following areas:

I. A participant in any sport is required to be neat, clean, well groomed, (refer to the student handbook) and in proper uniform for games and practices (shirt, shorts, socks, and shoes). No jewelry is to be worn during practice or games. This includes ear rings, necklaces, rings, etc. Shorts and shirts of a uniform must be worn as the manufacturer designed them. No rolling of sleeves or bands of the shorts. This is a National Federation rule.

II. The dressing rooms and all team areas will be kept clean. Athletes are expected to maintain a clean positive environment, as dressing areas are utilized by other visitors to BCA.

III. A participant will exhibit a Christian lifestyle and represent the school in a Christ-like manner at all times. Failure to commit to this lifestyle may result in the forfeiture of the opportunity to participate in the athletic program. This specific lifestyle includes but is not limited to:

A. A participant will not steal or use another's property without permission of the owner.

B. A participant will not use obscene, vulgar, or any other non-Christian language.

C. A participant must completely abstain from the use of alcohol, tobacco products, and abuse of drugs (this includes legal drugs as well as anabolic steroids).

D. A participant must adhere to the conduct and dress codes as stated in the student handbook for the entire calendar year.

E. A participant must be ready to show effort, cooperation, respect, and support for coaches and other team members.

IV. A participant is expected to attend all scheduled practices, meetings, and contests whether or not school is in session. If it is necessary to miss any meeting, practice, or game, prior arrangements must be made with the coach. Participants may be dismissed from the team for consistent unexcused absences.

A. Unexcused absences are those which are for personal benefit.

B. Excused absences will include but are not limited to:

1. Illness
2. Death in the family
3. Extremely severe weather

C. Injured athletes who are able to attend school are expected to attend practice sessions. They can watch, or may be able to assist in other areas.

D. Any non-emergency absences from games or practices will be considered unexcused.

E. An unexcused absence from a practice prior to a game could make that athlete ineligible for that game or could see a reduction of playing time.

V. A participant will know the procedures for being "cut" from a team, if cuts are to be made.

VI. All equipment must be turned in from a previous sport to begin practice in the second sport, unless the participant is involved in overlapping sports.

VII. A participant will know what is expected of him/her in order to receive an athletic award. Requirements for varsity letters will be made in each sport prior to the first game of the season.

VIII. The athletic season will run from the date of the first scheduled school workout until the Monday after the last contest. Participants must complete the entire season to be eligible for awards and honors. Participants are expected to commit for the entire year's program in the sport(s) they select, including tournaments & playoffs. In addition, an athlete must complete the entire season in their current sport before being allowed to join and compete on a team in a subsequent sport.

IX. In addition, the participant may be required to adhere to any other rules and requirements adopted and enforced by the coach and approved by the athletic director and/or administration.

X. In the event that a student decides to quit a sport during the season, or is dismissed from a team for disciplinary reasons, or violation of team rules, they will not be allowed to participate in another sport until the sport they quit is completely finished, regardless if the sports overlap or not. In addition, the athlete must sit out 3 regular season games of their next sport of choice. Exceptions to this rule include leaving a sport for medical reasons, or personal/family issues.

In case of minor or major infractions of the above stated rules, the coach of the sport may place the student athlete on probation (meaning contests) or suspension (meaning practices and contests) until the matter is resolved. After the coach has met with the athlete at least one time to explain the disciplinary action, and the requirement is understood by the student, the matter will be considered resolved. This meeting will take place within three school days of the probation or suspension. This meeting may involve parents, unless exclusion from the sport is the penalty, in which case the parents must be involved. The coach will be responsible for notifying the athletic director of any intention to exclude or

suspend a student from a sport prior to the meeting with the student athlete and his/her parents. Should an athlete be ejected from a contest, that athlete is responsible for the state fine associated with the ejection.

TRAVEL

All students are expected to travel to all practices and contests in transportation provided by or arranged by the school. In case of personal or family inconvenience other arrangements may be made with the coach. A permission slip must be signed by the parent(s) and returned to the coach.

- Athletes traveling to and from games will dress in attire designated by the coach and in keeping with the BCA student handbook and dress codes.
- All students should report to the designated vehicle(s) fifteen minutes prior to scheduled departure time.
- The driver of the team vehicle is the ultimate authority, and all students must submit to his/her instructions.
- No extra riders (non-team members) will be allowed to ride in any school provided vehicle(s).
- No team member may ride to, or from a contest with another student.
- Athletes may leave a road game site with parents, or an adult designated by the parent. A list of approved adults must be provided to the coach. All athletes must be signed out by the parent/adult prior to leaving the game site.

CARE OF SCHOOL VEHICLES

We are grateful for the vehicles that BCA has provided for our athletic teams. Coaches and sponsors are to make sure that all of our players take proper care of our vehicles.

- Snacks and drinks are allowed in some instances as long as the players clean up the vehicle when they return.
- Anyone violating these rules may forfeit the privilege of traveling to our away games on school vehicles which forfeits the opportunity to play in that game.
- No one will leave the vehicle until all trash is picked up and the vehicle has been inspected by the coach.

SEATING ARRANGEMENTS

When boys and girls travel together, we DO NOT allow them to sit together on the bus. We will also insist on behavior consistent with our Christian values.

No physical contact will be allowed when with the team or group on school functions.

Any violations will bring about disciplinary action including, but not limited to, game suspensions for both.

Any student who does not comply with the above mentioned travel rules will forfeit his/her right to travel with the team.

OVERNIGHT TRIPS

- All teams will be supervised by a coach or sponsor at all times.
- No player will be allowed to leave the group except when staying in a hotel that provides a variety of facilities within its complex.
- Any player who violates this rule will be immediately suspended for the game and may forfeit participation in BCA extracurricular activities for the remainder of the year.
- A time for lights out will be established by the coach and must be strictly adhered to. Violators will be suspended for the next game.
- Serious violations will require the parent to come and pick up the student or arrange for transportation home.

When swimming pools are available:

- Swimming will be allowed if parents have signed a permission slip.
- Girls will be required to wear a one piece bathing suit, or a two piece suit with a dark t-shirt covering at all times. NO EXCEPTIONS!
- Swimming will be allowed with approval of the coach, once at the hotel.

NO PLAYERS ARE ALLOWED TO GO TO THE POOL WITHOUT A SPONSOR OR COACH BEING PRESENT.

EQUIPMENT

The athlete will be held financially responsible for any lost or misplaced equipment. The cost of any uniform returned in a condition in which it cannot be reissued will be charged to the athlete; this includes uniforms that have been improperly laundered or cared for. The cost of any deliberate mutilation of school property will be charged to the athlete. Athletes will not be allowed to continue in or begin a new season until all financial obligations have been cleared. Athletes are also subject to not receiving report cards, or being denied academic records until the obligation has been met. Current replacement costs will determine the amount for which the athlete will be held accountable.

PRACTICES

Practices are a vital part of any teams success. Therefore, attendance at practice is not an option at any level. Students are required to be at practice unless there is a valid reason to be excused. Practices, which are considered valuable instructional and evaluation time, are closed to all non-team or program personnel, unless previously approved by the Head Coach. Invited guests are expected to refrain from disrupting practice sessions, and from interacting with players and coaches.

1. Any practice missed for unexcused reasons will result in penalty or disciplinary action at the discretion of the coach.
2. The coach must be notified as soon as it is known that the student is going to miss a practice. If this is something that is known ahead of time, then the coach should be notified at that time.
3. Missing practice will result in loss of playing time, or being held out of games as the coach sees fit.
4. Continuous unexcused absences from practice could result in being removed from the team.
5. If a player is injured, he/she is still required to attend practices (if physically able) and help the team in whatever capacity available. This is important in keeping up with instruction.

Athletes should try to avoid obligating themselves to other extracurricular activities (i.e. jobs, dance, and music lessons) that interfere with practice time or regular competition time. These will not be considered excused absences, and could result in loss of playing time.

GAMES

The coach's classroom is the court or field, usually with undefined walls, making it easy for parents to naturally move close to the action. Parents should be interested, supportive observers from a distance. The coach needs room to be able to instruct and the player to perform without distraction from the stands. Distraction only yields poor results. Cheer them on! Do not coach them or yell at them from the stands.

While we want you to attend the games, we must ask that you follow the same rules of decorum as the students. Please cheer FOR our team and not against the other team. Every representative of BCA is expected to conduct themselves in a manner becoming of a Christian.

LETTER JACKETS

To receive a letterman jacket is a prestige accomplishment. An athlete must letter in at least one varsity sport to be able to order their jacket. Once this requirement is met, the student-athlete will be cleared by the athletic department for the order of a letter jacket. The athlete must complete the entire season of their chosen sport(s) to be eligible to receive a letter for that sport. (Exceptions may include not being able to complete the sport due to injury or other medical reasons).

ROAD GAMES

- All athletes of BCA must ride in school provided transportation to and from games.
- Riding with the team is a very important part of being on a team. Permission to ride to a game with a parent will only be given in extremely unusual situations.
- Permission to ride home with a parent will only be given in unique situations such as: leaving to go out of town from a game or if the student actually lives in a town that we must go through before getting back to the school. The parent must sign out their student with the coach before leaving.
- Athletes are responsible to keep up with their schoolwork and should not expect teachers to adjust the workload for them. Athletes need to have all schoolwork completed, even if they miss class for travel time (e.g. for away games). It is the athlete's responsibility to turn in work due (including HW) before leaving for a game, and to go to his/her teachers and get work for class, as well as homework they are going to miss. This must be turned in the next day, or at a time specified by the teacher. If it is not turned in by the required time, they will receive a "0". If a quiz, test or project was announced prior to the day that was missed they will still be responsible to take it even if they will be missing that class.
- Students may not leave a road game with anyone other than a parent, guardian, or another adult approved by the parent/guardian of the student. Parents/guardians may send a signed written notification of an approved adult who is allowed to transport their student from a road game. That person will be required to sign out the student with the head coach. If this notification is not given, the student must ride team transportation from the road game, and can be picked up at BCA.

All parents must sign the PARENT AUTHORIZATION FOR STUDENT TRAVEL.

UNIFORMS

Athletes are required to dress in the full practice uniform (if available) at all scheduled practices. This includes all after school, weekend, and holiday practices. The game and practice uniform should be neat and well kept.

- A. Athletes are expected to properly maintain the uniforms they are issued. If athletes are allowed to take uniforms home, they are to be returned in the same condition in which they were issued at the conclusion of the season.
- B. Players are to wear uniforms as they were made to be. No sagging shorts, un-tucked jerseys, wild colored socks, etc.
- C. Players are responsible to keep their uniforms clean and in good shape. If a tear or rip is detected, repair with the same color thread.

DIRECTIONS FOR WASHING

- All uniforms need to be washed in COLD water with like colors.
 - DO NOT use bleach!
 - After washing, HANG to dry. Do not put in the dryer!
 - Do not use fabric softener if they are screened
- D. Athletes will be charged for uniforms that are lost or have been damaged by neglect or not following proper washing directions.
 - F. Players are responsible to turn in their uniforms in a timely manner, clean and in good repair.

PARENTAL RESPONSIBILITIES

Parents are a vital part of all of the activities at BCA. There are certain guidelines that we expect parents to follow. We would like to see as many parents and other friends and relatives at all games, home and away. You will never know how much this means to your child.

- Parents are to be sure that their children get to and from practice and games on time. Please be sure to pick up your children on time after practices, and upon returning from away games.
- Parents should support the coach and his or her decisions. Please respect the authority of the coaches, and avoid any actions that would cause your athlete to not respect the coach's instruction.
- Parents are asked to assist in working gate and concessions at athletic events when needed. You can be scheduled to work at a time when your child is not playing.
- Parents need to be sure all sports fees are paid and all forms are filled out completely.

ATHLETIC FEES

All athletic fees are due when the sport begins, and must be paid prior to a student's participation in practice or games. No athlete will be allowed to participate in any capacity until the fees are paid.

REFUNDING OF FEES

If a player quits a sport, fees are not refundable after a game has been played. Also, if a player is ineligible because of grades or has been suspended or expelled from the team, fees ARE NOT refundable.

INSURANCE

All students who participate in interscholastic sports must be covered by insurance. The financial responsibility for securing care of athletic injuries is with the parent/guardian. It is for this reason that Baytown Christian Academy must have insurance information on file showing that your child is covered in case of an accident.

TRANSITION BETWEEN SPORTS

A large number of our athletes play multiple sports that run in back to back seasons. The following will be our policy on transitioning those athletes from the end of one sport to the start of another (ex: football/volleyball to basketball, basketball to baseball/softball):

- 1) An athlete is allowed to practice with the team in the new sport that is beginning, as long as they will not miss any activities of the current sport (including practices and games). While the current sport is still in season, it will not be mandatory for an athlete to attend the practice of the upcoming sport, but is allowed.
- 2) While currently involved in a sport, an athlete can only participate in a game with the succeeding sport with the permission of the current sport's head coach.

In instances such as these, it can not be an expectation for an athlete to play in a basketball game on Thursday night, when there is an important football game on Friday night. We do not want to put our players at risk of possible injury that would deprive them of competing in the current sport.

- 3) As a small private school, many students play multiple sports. As coaches, we should encourage students to participate. It is not acceptable to discourage a student from playing a sport of their choice because it may keep them from joining your sport when it begins.

THE COACH AS A LEADER

Parents and student-athletes must trust that coaches try to make the best decisions for the team, as well as the individuals that make up the team. Coaches are with the team on a daily basis in practice and in competition, evaluating character and performance, and therefore will make judgement decisions based on what they feel is in the best interest of the team. Playing time, players' positions, and strategy should be left to the discretion of the coach. Parents should help their child understand that being a team member means accepting the coach's decisions, even when he or she does not agree with them.

It is also important to remember that neither coaches or parents are infallible evaluators of talent, nor are either perfect play-callers. A team does not function well with non-coaches trying to coach. Parents should not place a child in a tough spot of having to decide who they are going to listen to: their coach, or their parent.

PARENTAL EXPECTATIONS

Communications you should expect from your child's coach:

1. Expectation the coach has for your child
2. Location and times of all practices and games
3. Team requirements, i.e., practices, special equipment, out of season training
4. Procedures to follow should your child be injured during participation
5. Discipline that may result in the denial of your child's participation

Communications that coaches expect from parents:

1. Concerns expressed directly to the coach
2. Specific concerns with regard to a coach's philosophy and / or expectations
3. Notification of any illness or injury or missed practices

Appropriate concerns to discuss with the coaches:

1. Treatment of your child, mentally and physically
2. Ways to help your child improve
3. Concerns about your child's behavior

Issues not appropriate to discuss with the coach:

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

If there is a problem:

1. Have your son/daughter talk to the coach, one on one.

If this does not resolve the problem, the parents should:

1. Call the school and request a returned call or a face-to-face meeting with the coach.
2. Coaches will make time available in their day to meet with students and parents.
3. If the problem continues, please contact the athletic director to request a meeting.

Coaches are teachers. A parent would not walk into a classroom during class time and yell at the teacher about a poor grade, so please do not confront the coach in a public setting. Practices and games are highly emotional times for everyone involved, including players, coaches and parents. Meetings and concerns are rarely resolved during emotional times.

Athletic Parent Code of Conduct

1. I will support Baytown Christian Athletics through prayer and my presence at BCA events.
2. I will encourage my student-athlete to uphold the ideals stated in the Baytown Christian mission statement as well as the Athletic Code of Conduct.
3. I will encourage my student-athlete to submit to authority and resolve conflicts if necessary.
4. I will conduct myself at all sporting events I attend in a manner that honors God. I understand that failure to act in said manner may result in expulsion from the event by school administrator/representative, and possibly, future events.
5. I will not publicly disparage the coach at sporting events, nor will I disparage him/her in my home. I will go to the coach directly and avoid gossip, which could impugn my own integrity.
6. I will be realistic about my student-athlete's capabilities and emphasize improvement and commitment.

I understand the purpose of the Parent Code of Conduct. I agree with the principles set forth, and I am committed to the growth of my student while at Baytown Christian Academy. I support the enforcement of the policies by persons responsible. By signing below, I also agree to follow all rules and guidelines set forth in the Baytown Christian Academy Athletic Handbook.

Please sign and return this page to the athletic office. This form will be for the current school year and kept in the office. Thank you for your cooperation and support.

Date: _____

Printed name of parent/guardian: _____

Signature of parent/guardian: _____

Printed name of athlete: _____

Signature of Athlete: _____