



SALEM ACADEMY CHRISTIAN SCHOOL
ATHLETICS HANDBOOK

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MISSION AND VISION OF SALEM ACADEMY

Salem Academy's mission and vision is to provide an excellent education, from a Christ-centered, Biblical perspective so that our students might know and serve God.

MISSION OF SALEM ACADEMY ATHLETICS

To provide an education-based approach to athletics that promotes emotional, physical, social and spiritual growth while building character and instilling values that will equip our students for lifelong success and service for God.

PHILOSOPHY OF ATHLETICS

The following principles and objectives come from our core values of **faith, integrity, passion, commitment, perseverance, humility, respect, and sacrifice**:

- We will collectively strive to bring honor to Christ and our school, in performance and behavior, both on and off the playing field/court.
- We will use athletics as a means to help our student-athletes identify God's purpose for their lives.
- We will recognize that athletics have tremendous educational value and will extend the opportunity to participate to as many students as possible.
- We will collectively pursue excellence as a program and department while individually giving our best as we compete for the Lord.
- We will be committed to demonstrating humility in success, grace in defeat, and respect at all times. Good sportsmanship and fair play will not be sacrificed for the sake of gaining an advantage.
- We will measure success by the degree of effort put forth to become our very best. Winning will not be the only factor in determining or measuring success.

- We will place the good of the team before the good of the individual. As individuals, we must take on a spirit of humility and accept our role on a team as defined by the coach, recognizing it is a privilege to be a member of a team, not a right.
 - We will be committed to finishing what we start, never giving up or giving in.
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ELIGIBILITY REQUIREMENTS

Academic achievement is a very important aspect of student life and needs to be given priority over athletic participation. The following are the minimum academic requirements a student must meet in order to participate in athletics at Salem Academy:

- **Athletic Eligibility Standard** - Students must maintain a GPA of 2.00 or higher and not receive an “F” in any class in order to participate in athletics. If a student fails to maintain a GPA of 2.00 or receives one or more “F’s” at the time of a scheduled grade check, he/she will be placed on athletic probation. “Grade checks” will take place every 4 ½ weeks. Quarter grades will determine eligibility when going into a new semester.
- **Athletic Probation** – Athletic probation is a two week period in which the student will be expected to attend all practices but will not be allowed to participate in any scrimmages or contests. Students will be allowed to miss or be late to practice when receiving extra help from his/her teachers after school without penalty from their coach. Should the student’s grades not meet the requirements for eligibility at the end of the two weeks, the student will remain ineligible until the next official grade check. Eligibility will be determined by grade checks that will occur every 4 1/2 weeks.
- **Reinstatement** – Students who satisfactorily meet the prescribed requirements at the end of the two week probation period will be reinstated to full participation.
- **End of Year** - If a student fails to meet the athletic eligibility standard on their final report card of the year, he/she will be declared ineligible for the first two weeks of the following school year. A student ineligible at the end of the school year may gain eligibility for the following year by passing approved courses during the summer. An approved course is one which has been given approval by the Guidance Counselor and/or the Principal.

Attendance Expectation: In addition to academic eligibility, students are expected to be at school for the entire school day in order to participate in a game or practice that night. See the Parent/Student Handbook for policies regarding school attendance and participation in co-curricular activities. Students may be granted permission to participate in the case of a pre-excused absence or extenuating circumstances.

ATHLETIC REGISTRATION

Prior to the start of practices and/or competition, students must complete the following forms and tasks to be considered officially registered for participation. All forms are available on the Salem Academy Athletics webpage (www.salemacademy.org/athletics).

- **Sports Interest Form** - Any student planning or even considering participating in athletics needs to fill out a Sports Interest Form and return it to the high school office as soon as possible. The information provided on this form helps the athletic department prepare for athletic registration.
- **School Registration** - Students must be officially registered for school before they can register for athletics.

- **Sport Fees** – A sport fee is charged for each sport and must be paid in full prior to the start of the season. Students are charged a maximum of two sport fees a school year.
 - **Acknowledgement of Risk Form** – This form must be signed by the athlete and their parent/guardian each year.
 - **Academic Eligibility** – Students must be academically eligible to participate practices or games
 - **Emergency Contact/Medical Information Form** – Students must have a current emergency contact/medical information form on file. This form must be completed by the parent/guardian each year.
 - **Pre-participation Physical Exam Form** – Athletes are required to have physical exams every two years prior to participation in athletics. Physicals must be given after May 15, every two years from the time they begin participating in athletics at Salem Academy.
 - **Medical Release Form** – This form allows the school to give permission for medical treatment to be given to the athlete in an emergency if the parent/guardian is unavailable or unable to do so themselves. This form must be completed by the parent/guardian each year.
 - **Athlete's Pledge** – All athletes are required to sign this pledge in order to participate in athletics
 - **Parent's Code of Conduct** - All parents are required to sign this code of conduct in order for their child to participate in athletics
 - **Green Card** – Once an athlete or their parent/guardian has completed the forms and tasks listed above, they will be given a "Green Card". A "Green Card" must be obtained from the high school office before the start of each sport season. This card is submitted to the coach on the first day of practice, indicating that the athlete has been cleared to participate.
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GENERAL RULES FOR PARTICIPATION

- **Insurance** - Athletes are required to have medical insurance coverage to participate in all sports. To purchase medical insurance through the school, contact the Business Office.
- **Attendance** - Athletes are expected to be at all practices and contests as scheduled by their coaches and the Athletic Director. The number of practices and games increases at each level (i.e. Middle School, Junior Varsity, and Varsity). Parents and students are encouraged to consider the time commitment of each sport prior to tryouts and discuss their ability to meet those expectations should they be selected to a team. Once selected to a team, athletes need to communicate to their coach if a situation prevents them from attending a scheduled practice or game, preferably in advance. Coaches may implement specific penalties for absences. Expectations and penalties for absences will be clearly explained at the beginning of each season.
- **Dress Code** - Athletes are allowed to wear clothing designed for their specific sport, but are expected to maintain modesty and neatness expectations found in the Parent/Student Handbook. Coaches may also require specific dress codes for practices and game days.
- **Uniforms/Equipment/Facilities** - Athletes are expected to be good stewards of the uniforms, equipment and facilities provided for them in each sport. Athletes should not participate in or tolerate the destruction or misuse of school equipment or property. Students may be held financially responsible for damage they cause to uniforms, equipment and facilities. Uniforms are not to be worn during PE/weight lifting classes.
- **Injuries** – In order for us to provide adequate supervision, assistance and documentation,

parents and athletes are asked to report all injuries to their coach as soon as possible. Once the severity of the injury is determined, the athlete may be required to see a doctor before they are allowed to participate in future practices or games. Once an athlete is cleared by a doctor, the coach will determine the best way to insert the player back into practices and games.

- **Language/Gestures** - Improper or questionable language or gestures will not be tolerated and may result in suspension from future games or possible dismissal from the team.
- **Transportation** - School vehicles will provide transportation to non-home sporting events. Parents are allowed to take their students home from away contests but must sign out with the head coach before leaving with the athlete. Athletes are expected to take school provided transportation to away contests.

The use of private vehicles will be reserved for special circumstances and emergencies. Students must submit a written request from their parent prior to leaving for the game or event and receive clearance from the Athletic Director or Principal.

Athletes will not be allowed to ride with other students to and from away contests. Any athlete who would like to ride home with another parent or sibling must submit a written permission from their parent prior to leaving for the game or event and receive clearance from the Athletic Director or Principal.

- **Varsity Letters** - Salem Academy will award Letters to athletes who have made a significant contribution to their Varsity team. The head coach will determine and define what a "significant contribution" is for that sport and team.
- **Absences and Activities** - In order to participate in co-curricular activities, students are expected to be at school for the full day of classes. Exceptions may be made in the case of a pre-arranged absence by a parent prior to start of that school day or extenuating circumstances. Students who have been suspended from school are not allowed to practice or participate in athletics on the day(s) of their suspension.
- **Detentions** - Athletes must serve detentions prior to attending games or practices. In the event that there is a conflict between a scheduled detention and a practice or game, detentions will take precedence. Should a player skip detention to attend a practice or game, or if a player accrues multiple detentions within a season, that athlete may face additional consequences, such as suspension from future contests and dismissal from the team.
- **Quitting** - Salem Academy strongly discourages athletes from quitting a sport once they have started a season. Students who choose to quit mid-season will not receive post-season recognition and are prohibited from participation in school sponsored pre-season workouts for the next sport until the previous regular season is completed, including all playoff competition.
- **Ejection** - Students and parents will be personally responsible for fines levied against the school as the result of an ejection from a contest. Students may also face additional penalties, such as suspension from future contests and dismissal from the team. Parents may also be prohibited from attending future contests.
- **Transfer Policies** - Policies regarding the eligibility of a high school athlete transferring from one school to another are regulated by the OSAA and need to be closely adhered to. For an explanation of OSAA transfer policy visit www.osaa.org, or stop by the Athletic Office for more information.
- **Illegal Substances** - Alcohol, drugs, tobacco and illegal performance-enhancing substances are not to be used at any time. Proven use will constitute suspension from the team and possibly expulsion from the team and/or school.

- **Performance Enhancing Supplements/Protein Shakes/Energy Drinks** – Student athletes are encouraged to talk with their personal physician before using over the counter performance enhancing supplements, protein shakes or energy drinks. Students are allowed to bring such performance enhancing supplements, protein shakes or energy drinks onto campus that are pre made and are for personal consumption. Students are not to share or distribute performance enhancing supplements, protein shakes or energy drinks with other students.
 - **Hazing** - Hazing is strictly prohibited and such conduct may result in disciplinary action including suspension and/or expulsion from Salem Academy. “Hazing” refers to any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing is not limited to activities that are physically abusive, hazardous, and/or sexually violating but also includes personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/underclassmen; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; brandings; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault.
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TEAM SELECTIONS

In accordance with our Philosophy of Athletics, and our desire to see as many students as possible participate in our athletic programs while at Salem Academy, we encourage coaches to keep as many students as they can without unbalancing the integrity of their sport. Obviously, time, space, facilities, equipment, OSAA team size regulations and other factors will place limitations on squad size for certain sports. However, when developing policy in this regard we strive to maximize the opportunities for our students without diluting the quality of the programs.

Team Selection Policies

- **Responsibility** - Choosing the members of athletic squads is the sole responsibility of the head coach of that team. Lower-level coaches shall take into consideration the policies of the varsity team and accept the recommendations varsity head coach when selecting team rosters.
- **Notification** - Prior to trying out, the coach shall provide athletes with information regarding the extent of try-out period, criteria used to select the team, number to be selected, practice expectations if they make the team and game commitments.
- **Procedures** – In the event that the number of participants trying out for a team exceeds team size limitations for that sport, all athletes will be given the opportunity to be fairly evaluated. This time may include drills, situational simulations and scrimmages. Coaches can choose to make team selections all at once or progressively throughout the first week of the season.

All athletes not selected to a team after participating in the activities listed above will be personally informed of the decision by the coach. At that time the coach will provide the factors that contributed to his/her decision. Salem Academy coaches are encouraged to discuss alternative opportunities for the student to be a part of the team, such as team manager, statistician or score keeper.

- **Appeals** - In the event that an athlete is not selected to a team, he/she may appeal the decision in writing and request one additional day to work out for the coach and earn a

roster spot. Appeals must be submitted to the Athletic Office by 12 p.m. of the day following team selections.

- **Placement** - The above procedures will be used should the number of participants trying out for a team exceed team size limitations for that sport. These procedures are not for the placement of an athlete on a particular squad (as in Varsity, JVI and JVII). The varsity head coach is responsible for these decisions and may make them as soon as all athletes have been fairly evaluated.
- **MS Volleyball and Basketball** – The Middle School offers 7th and 8th grade volleyball and basketball teams. 6th graders are invited to participate on the 7th grade teams in each sport. In the event that the number of participants exceeds the team size limitations for that sport, 7th grade students will be placed on the 7th grade team first. All interested 6th graders would then be eligible to tryout for any remaining roster spots.

PARTICIPATION REGULATIONS

All Salem Academy athletes are a vital part of overall team success, and their value to the team cannot be determined solely by the amount of time they are given to play in a contest. Coaches are expected to make sure all players have a clear understanding of their role on the team.

Participation Regulations

- **Middle School and JVII Programs** – The focus will be on development, with minimal emphasis on winning. In timed sports, players should play for at least 3 minutes. In volleyball, every athlete should get into the game.
- **JV1 Programs** – The focus will be on development and game experience, with a moderate emphasis on winning. Coaches should make every attempt to play all his/her players in each game, but is not expected to give players equal minutes or opportunities.
- **Varsity Programs** – The focus will be equally given to team development and winning. Player participation at the varsity level is totally up to the judgment and discretion of the head coach.

Coaches may withhold a player from a contest if that athlete has demonstrated an attitude or attendance problem. The coach should contact that athlete's parent at the earliest detection of a problem.

Participation Restrictions

The following are participation restrictions due to grade level:

- 8th graders will not be allowed to participate on 6th/7th grade teams without specific permission granted by the athletic director after receiving conference approval.
- Seniors are not allowed on JV1 or JVII teams without specific permission granted by the Athletic Director after receiving Conference approval.
- OSAA regulations prevent middle school athletes from participating on high school teams.

PROCEDURES FOR PARENTAL CONCERNS

In order to promote effective communication and resolution, it is important the following chain of communication is followed by athlete and parents. Not only do we feel that this procedure is

Biblical (Matthew 18:15-17), but allows the coach the opportunity to address the issue and offer insight and perspective.

Communication Chain: The following chain of communication will be used when issues arise:

1. Athlete to Coach
2. Parent to Coach
3. Parent to Athletic Director

In most cases, it is best for parents to encourage their students to talk with their coach about issues that arise. If the issue is not resolved by an athlete/coach meeting, then it is appropriate for the parent to set up a meeting with the coach. As a general rule, meetings between a parent and coach will not take place immediately following a practice or game. If the issue remains unresolved after a parent/coach meeting, then a meeting with the coach, athlete, parents and athletic director should take place.

Discussion Parameters: Below is a guide to what is appropriate and inappropriate for parents to discuss with coaches.

Inappropriate

Playing Time

Team Strategy

Play Calling

Speaking on behalf of others

Appropriate

Treatment of their child mentally and physically

Ways to help their child improve

Concerns about their child's behavior

