

Team Sport Handbook

Included in this Handbook:

- HCJH Athletics Philosophy Statement
- Conduct of an Athlete
- Uniforms, Practices, Homework, School Attendance, and Daycare
- Christian School League Philosophy Summary
- Christian School League Sportsmanship Evaluation Guidelines for Players
- Activities and Athletics Contract
- Awards
- Insurance and Emergency Cards
- Activity Fee
- Transportation and Driver Information
- Checklist (to be signed and returned to the school office by the assigned date)

HCJH Athletics Philosophy Statement

The main purpose of the HCJH Athletic Department is to help develop the physical, emotional, spiritual, and scholastic advancement of students, as well as, to allow those who are experienced or gifted in the different sports to excel. Participating on an athletic team is a privilege for those outstanding students who are interested and have the ability and right attitude. Membership must be earned by the student through the maintenance of acceptable scholastic grades as well as good conduct in class and on the playing field.

Athletics is much more than just competition . . .

- In athletics you will be exposed to fair play, sportsmanship, and seeing the benefits of teamwork.
- You will experience first hand what it means to be a "Christian athlete" and that you can honor God while winning or losing.
- You will learn that quitting means failure.
- You will learn that it is hard, continuous work that brings success.
- You will also learn that acceptance of responsibilities and making personal sacrifices will make winners.

The Heights Christian Jr. High Athletic Department has the philosophy that each student should have an equal opportunity to become a team member. Trying out for a team is a positive, learning experience that allows each person to simply do their best. Those who make the team are not "better" than those who do not make the team; they are just perhaps a little more experienced or gifted in that particular sport.

Our school was founded to honor God, and this is the main priority! As a member of a HCJH team, you must realize this priority and help to make it happen. In order to honor God, a player must live clean and play hard. We win without boasting and lose without excuses, and we never quit.

Conduct of an AthleteOn the Field/Court:

1. All athletes are expected to observe the regulations and procedures that are specified by the coach.
2. Be a modest winner and a loser who doesn't moan!
3. Profanity is out of place and will not be tolerated!
4. Respect the officials. They are doing the best job they can do, and we must respect their authority. The coach and team captains are the only ones who can talk to them, and it should be done in a manner that is respectful. We will not use the officials as an excuse for a loss!
5. Our team bench should always be under control and supportive of those team members playing at the time.
6. Any behavior contrary to the desires of the coach reflects on the individual player, the coach, the team, the school, and most importantly the Lord, and will not be tolerated. Violations of this nature may result in removal from the game, expulsion from the team, and loss of team awards and privileges.

In the Classroom:

1. Academic work should be considered more important than athletics.
2. Players should do their best in academics just as they do in athletics.
3. Passing grades in both scholastic work and citizenship must be maintained.
4. Show respect for your teachers, fellow students, and classroom activities.
5. Be prompt to class and have a good attendance record. Never cut class or school. Cuts are causes for suspension or expulsion from the team.
6. In the classroom, your conduct reflects upon the entire athletic program and its members. Keep this in mind as you conduct yourselves.
7. It is up to each player to make up required work in each class missed because of team practice or games. Get the assignment from the class you are going to miss before you miss it.
8. It is the athlete's responsibility to make sure his/hers grades are satisfactory or better.

On and Off Campus:

1. The way you act and look on and off campus is a reflection of you as an individual. As an athlete you should be a leader for students to respect and follow as an example.
2. Be neat and well groomed at all times. Adherence to the dress code of the school is a must.
3. Profanity is out of place no matter where you are!
4. Do not "pick on" any students or be loud and boisterous.
5. Support all school activities. Take an active part when possible, and never "bad mouth" any school activity.

On Game Trips:

1. Any time you are off campus, you still represent your school and team as well as the Lord.
2. Dress in a clean uniform. It must be washed before each game.
3. Conduct yourself in a respectful manner to all you come in contact with, and always show respect for property.

Uniforms, Practices, Homework, School Attendance, and Daycare

Uniform Requirements:

- Each team member will be issued a uniform and will be held responsible for it.
- If the uniform is school owned it must be turned in when requested or it is to be paid for. This includes stolen as well as lost items.
- Failure to comply will result in loss of athletic awards and ineligibility of further school sports.
- Team uniforms will be worn only for HCJH athletic competitions (unless they are to be worn to school on game days).
- Student purchased uniforms may be worn as a school shirt once the season is completed.

Practice Sessions:

- Each player must be properly dressed and at the practice area by the designated time.
- Being late to practice will constitute a punishment decided upon by the coach. Frequent tardiness may cause a player to be benched.
- Absences from practices without an excuse will definitely cause a player to be benched for the next game.
- If a player needs to be excused early from practice, this must be worked out ahead of time with the coach.
- All players should come to practice with an attitude of hard work and improvement. To do any less would hurt the progress of the individual player as well as the team.

Homework:

- Players should anticipate the need to miss all or part of a class due to competitions and advise the appropriate teachers in advance.
- Homework is always due on-time even if you will not be on campus for that period.
- Turn the homework in early or to the office before leaving campus for the competition.
- Get your homework assignment and class work in advance for the classes you will miss.

School Attendance and PE Participation:

- An athlete who is absent without a valid reason from any part of the school day will not be allowed to practice or participate in any athletics on that day (including games).
- Players should anticipate the need to miss all or part of the school day and notify their coach in advance.
- Players are expected to participate fully in all aspects of Physical Education in order to be eligible for team practices or competition.

Daycare:

- Players need to be picked-up promptly after practices and games.
- Players will be automatically checked into daycare twenty minutes after practice ends.
- One hour is the minimum charge for each daycare use.

HCJH is a member of the Christian School League and participates in the following CSL sports:

Boys' Football, Cross Country, Basketball, Baseball, and Track & Field
 Girls' Volleyball, Cross Country, Basketball, Softball, and Track & Field

Christian School League Philosophy Summary

1. The Supreme Goal: That Christ may be honored above all else. *Matthew 6:33*
2. Attain the goal as a Christian League. *Philippians 2:1-4*
 - Be like-minded, glorifying Christ, abolish selfish ambition and vain conceit.
3. Attain the goal as a Christian coach.
 - Prayer, self-control, an attitude of praise and thankfulness, practice.
4. Conclusion: ... to know Christ Jesus and to be found in Him. *Philippians 3:7-8*

The highest honor in HCJH Athletics is winning a CSL Sportsmanship Award. Coaches are encouraged to involve players in the evaluation of each CSL schools' sportsmanship.

Christian School League Sportsmanship Evaluation Guidelines for Players

1. Responsiveness to coach
 - Players do as the coach directs them upon arrival at the field or court, during warm-ups, and throughout the game or match.
 - Players who are counseled for misbehavior or inappropriate attitudes respond positively.
 - Players who receive instruction concerning fundamentals in their sport or playing strategy make an effort to carry out those instructions.
2. Self-discipline
 - Players on the field or court or on the bench do not demonstrate through looks, words, or actions an inappropriate response to leading or winning a game or match.
 - Individually, players who have made a successful or outstanding play do not celebrate excessively.
 - Individual players who have made a bad play or whose teammate has made a bad play do not overreact negatively.
 - Teams who are losing a game do not give the appearance of no longer trying.
3. Encouraging teammates
 - Players on the field or court verbally congratulate or console teammates; or shake hands, give a high five or a pat on the back whenever appropriate.
 - Players coming off the playing field or court are greeted by teammates in an encouraging manner.
4. Treatment of other players
 - Players show courtesy to opponents in all pre-game contacts.
 - Players do not taunt the opponent with actions or words, including the use of sarcasm.
 - When appropriate, players help a fallen opponent up.
 - When appropriate, players congratulate an opponent on an outstanding play.
 - Players do apologize for accidental or unintentionally rough contact.

Eligibility

For any student to be involved in extra-curricular activities, including music, cheer or sports, he or she must be academically and behaviorally average or better.

Reporting Grades

There are two standard forms of communication from the school that are used to determine eligibility for extra-curricular activities: report cards and progress reports.

Report cards are issued at the end of each quarter in November, February, April, and June. Progress reports are issued at the mid-point of each quarter.

Grade Requirements

Students who receive below a 2.2 on their "Eligibility GPA" on a progress report or report card will be placed on probation. The Eligibility GPA is comprised of the five core academic classes, along with the Mini Course and P.E.

Students who receive below satisfactory citizenship or work habit grades in a class (one or more "U's" and/or more than two "N's") on a progress report or report card will also be placed on probation.

Probation & Suspension

Any student who is placed on probation will have their next report (progress report or report card) reviewed for satisfactory grades. Students on probation are allowed to continue participation in the extra-curricular activity.

If the student's grades are satisfactory (an Eligibility GPA of 2.2 or higher, no "U's", and no more than two "N's") at the end of the probation period, he or she will retain their eligibility for extra-curricular activities. If, however, the student's Eligibility GPA is again below a 2.2, or has a "U", or more than two "N's", that player will be put on suspension and will not return to his or her respective team until his or her grades are reported as satisfactory (as reported on a subsequent progress report or report card). Students on suspension may not practice, participate, perform, or compete in an extra-curricular activity.

Additional Probations & Suspensions

Any student who is placed on suspension at the end of an unsatisfactory probation period will not receive another probation period during his or her enrollment at HCJH. If he or she receives another progress report or report card with unsatisfactory grades, he or she will be placed on suspension and will not return to extra-curricular activities until his or her grades are reported as satisfactory (as reported on a subsequent progress report or report card). *see example A*

Any student who is placed on probation but retains their eligibility for extra-curricular activities by receiving satisfactory grades on the next progress report or report card will continue to be allowed a probation period prior to a suspension. *see example B*

Eighth grade students may begin the school year on probation (due to unsatisfactory grades on the previous fourth quarter report card) but, eighth grade students may not begin the school year at HCJH on suspension (regardless of his or her previous status). *see example C*

Students on probation or suspension may participate in tryouts and may be selected for a team or activity; however, they must complete the probation or suspension and receive satisfactory grades on the next report in order to participate in the activity. Satisfactory grades are important even if you are not currently involved in an extra-curricular activity. *see example D*

Extra-curricular Activity Awards

Being suspended from an extra-curricular activity may constitute loss of awards and privileges. It is our desire to see all students involved in extra-curricular activities and be productive and responsible in the fulfillment of their responsibilities.

Example A: A seventh grade student is on the football team at HCJH. He receives unsatisfactory grades on his progress report and is placed on probation until the first quarter report card. Unfortunately, he does not receive satisfactory grades on the first quarter report card and is placed on suspension from extra-curricular activities. He receives satisfactory grades on a subsequent report and is no longer on suspension. He then makes the baseball team but receives unsatisfactory grades on his third quarter progress report. He is placed on suspension rather than probation until he receives satisfactory grades on a subsequent report.

Example B: An eighth grade student is on the cheer team at HCJH. She receives unsatisfactory grades on her progress report and is placed on probation until the first quarter report card. She receives satisfactory grades on her first quarter report card and is off probation. She again receives unsatisfactory grades on her second quarter

progress report but because she has never been on suspension she receives another probation period and is allowed to continue participating in cheer.

Example C: An eighth grade student had received unsatisfactory grades on his fourth quarter report card in the seventh grade. He begins the year on probation until the first progress report even if he was suspended at the end of the seventh grade.

Example D: A seventh grade student does not play football, basketball or any other extra-curricular activity until he makes the baseball team in February. Unfortunately, he had not received satisfactory grades on the first quarter report card and was placed on probation even though he was not on a team. He then received unsatisfactory grades on the quarter two progress report and was placed on suspension even though he was not on a team. He then received satisfactory grades on the subsequent quarter two report card, prior to making the baseball team, and became eligible to play. He then received unsatisfactory grades on the quarter three progress report during the baseball season and was placed once again on suspension. Satisfactory grades are important even if you are not currently involved in an extra-curricular activity.

Awards

Eligibility for Awards:

- The player must have remained on the squad all season. The player must have maintained a satisfactory grade in academic work as well as citizenship.

Types of Awards Available:

- All team members will receive a special plaque to show their participation.
- Special Awards will also be given at the close of each season:
 - "Most Valuable Player": given to the athlete who has proven to be not only skilled in the sport, but also a leader on and off the field.
 - "Most Improved Player": given to the athlete who improves the most over the course of the season.
 - "Hustle Award": given to the athlete who has proven to give 100% at all times, and does the extra on the field/court that makes things happen.
 - "Most Inspirational Award": given to the athlete who inspires his or her teammates to perform at a high level. This person is an encourager during practice, on the bench, or on the field or court.
 - "Sportsmanship Award": given to the athlete who best exemplifies the attitudes of sportsmanship and team play. This person is a true representative of Christ.
- Other Special Awards specific to a particular activity or sport may be given at the discretion of the Athletic Department.
- Special Awards will also be given at graduation:
 - "Scholar Athlete Award": given to the athlete who has been outstanding in academics and athletics through out the year.
 - "Athlete of the Year": given to the athlete who has been the most outstanding in a majority of sports during the year. This athlete must have participated in at least four of the five after school sports (Boys = Football, Varsity Basketball, Baseball, Cross Country, and Track) (Girls = Varsity Volleyball, Varsity Basketball, Softball, Cheer, Cross Country, and Track).

Insurance and Emergency Cards

Insurance:

To be eligible to play, each student must be covered by the required amount of insurance mandatory by the state law.

Emergency Cards:

Each participant must have on file a parental consent and a minimum of two emergency data cards. (One will go with the player to all off-site practices and games, and one remains at school).

Athletic Fee

Participation in HCJH athletics is an optional activity that requires considerable school resources.

- An activity fee will be charged for each team sport that he or she participates.
- Additional fees may also apply.
- Fundraising opportunities may be available to offset the fees.

Transportation and Driver Information

HCJH relies upon parents to transport teams to and from games and matches. We appreciate your cooperation and involvement. Please make a note of the following items:

- You must possess a valid drivers license and current proof of insurance in order to transport students other than you own child.
- Please bring your drivers license and proof of insurance to the school office for verification. You will only need to do this once.
- When transporting students to or from an event, please do not stop for any reason. Coaches and family members are counting on your timely arrival.
- Check before transporting students that you have an emergency card for each student. The emergency cards must be returned to the coach or school office.
- Please help the coaches with accountability; if you "bring" students to an event, please "return" the same students back to school or be certain that they left the event with a parent. The students will be reminded regularly to let coaches and drivers know when they are leaving.
 - Call if you have any difficulty while transporting students. Call the school office at (562) 947-3309. If there is no answer at the school office then call (562) 640-1703.

Team Sport Handbook Checklist

PLEASE SIGN AND RETURN INTACT TO THE SCHOOL OFFICE

Dear parents and players:

Please read each section together carefully and check off each item.

- HCJH Athletics Philosophy Statement
- Conduct of an Athlete
- Uniforms, Practices, Homework, School Attendance, and Daycare
- Christian School League Philosophy Summary
- Christian School League Sportsmanship Evaluation Guidelines for Players
- Activities and Athletics Contract
- Awards
- Insurance and Emergency Cards
- Activity Fee
- Transportation and Driver Information

Two Emergency Cards and Two Driver Request Forms Attached

Please complete and return both emergency cards and one of the driver request forms. Keep one driver request form for your records/calendar.

- Two emergency cards completed and attached
- Transportation request form completed and attached
- Volunteer Transportation Agreement attached

I have read this Team Sport Handbook and I understand my responsibilities as a team member at Heights Christian Junior High.

Team Sport _____

Player's Name (Please Print) _____

Player's Signature _____

We have also read this handbook and understand the responsibilities laid out for our student. We also understand that it is our responsibility to make sure our student is picked up on time from all practices and/or games and we will make the necessary arrangements.

Father's Signature _____ Date _____

Mother's Signature _____ Date _____