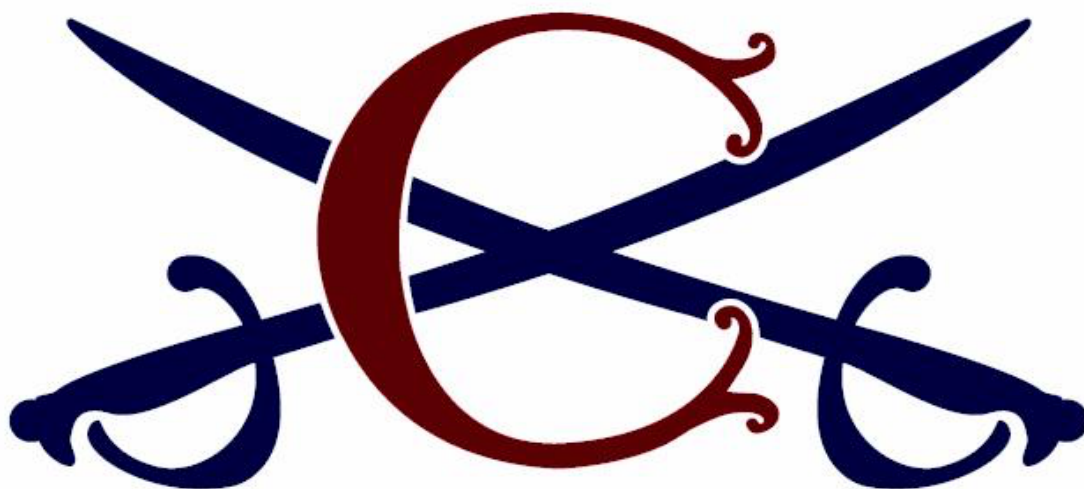


# COVENANT CLASSICAL SCHOOL



## ATHLETIC HANDBOOK

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To the Parents and Student-Athletes:

Welcome to the Covenant Cavaliers Athletic Program. At CCS, athletics are an integral part of education and complement our greater mission at Covenant. While winning is valued at CCS, the overriding emphasis is on building the Christian character of our student-athletes and instilling a lifelong love of sports and physical activity. Sportsmanship, teamwork, overcoming adversity, and the value of hard work are valuable life lessons that can be learned through competitive athletic participation. It is amid competing that our student-athletes experience opportunities to learn great life lessons. These lessons go beyond the x's and o's and enter the hearts of students as they develop a love for Christ and a desire for service to those around them.

Along the way, our programs also provide wonderful opportunities to strengthen the larger community of Covenant Classical. Relationships built on the sidelines provide cohesiveness among our parents as they support their children. Your enthusiastic participation is important as we continue to seek to honor God through our athletic program.

This handbook contains the philosophies, policies, and guidelines which govern the Covenant Classical Athletic Program, as well as some of the more important rules and regulations required by the school and governing leagues. Although it is intended to be comprehensive in nature, there will inevitably be situations that occur that are not outlined in this handbook. Having a common understanding of the rules and regulations that govern athletics will assist in significantly reducing concerns and unforeseen problems.

We ask that you read this handbook thoroughly with your student-athlete(s). The athletic office must have a current, signed Acknowledgement Form (located at the end of the handbook) on file before a student-athlete can participate.

We look forward to another great year in athletics.

Eric Cook  
Head of School

Jeremy Martin  
Director of Athletics

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# ATHLETIC PROGRAM

## PURPOSE

Covenant's Athletic Department exists to help fulfill the mission of the school by providing a Christ-centered approach to competition and teamwork through providing interscholastic experiences.

## PHILOSOPHY

Covenant Athletics helps to fulfill the mission of the school by providing a Christ-centered approach to competition and teamwork through providing interscholastic experiences expressed in our three core values in athletics:

### **Character**

- Emphasis will be placed on developing Christ-like character. Sports do not build character as much as they reveal it and when what is revealed is not God-honoring, we will strive to correct it.

*"But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control. Against such things there is no law." – Galatians 5:22-23*

*"Not only so, but we also rejoice in our sufferings, because we know that suffering produces perseverance; perseverance, character; and character, hope." – Romans 5:3-4*

### **Commitment**

- Anything of value comes at a price and commitment in the CCS athletic program will be held with high regard. Through hard work and dedication, it is our intention that Godly commitment will be learned rightly, letting our yes be yes and our no be no.

*"Whatever you do, work at it with all your heart, as working for the Lord, not for men." – Colossians 3:23*

*"Do you not know that in a race all the runners run, but only one gets the prize? Run in such a way as to get the prize. Everyone who competes in the games goes into strict training. They do it to get a crown that will not last; but we do it to get a crown that will last forever. Therefore, I do not run like a man running aimlessly; I do not fight like a man beating the air. No, I beat my body and make it a slave so that after I have preached to others, I myself will not be disqualified for the prize." – I Corinthians 9:24-27*

### **Community**

- Athletics provides a venue where relationships are built and fostered. It is our desire that the school community is brought closer in Christ-like relationships through competitions, games, practices and other athletic events.

*"Dear friends, since God so loved us, we also ought to love one another." – I John 4:11*

*"Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Each of you should look not only to your own interest, but also to the interests of others." – Philippians 2:3-4*

## GOALS

Based on our philosophy, our Athletic Department and team goals are:

**Excellence** – discipleship minded programs that strive for excellence in all areas

**Success** – developing the maximum potential of each individual/team

## **TEAM LEVEL PHILOSOPHY**

We recognize the normal stages of a child's development and strive to provide appropriate opportunities in athletics for all of our student-athletes:

Logic School (Grades 7-8): Programs will deepen the love and interest for the sport, further fundamental skills, and introduce higher level concepts and strategies. Try-outs are for the purpose of team placement based on skill and ability. Cuts are discouraged but permissible if based on facility or resource issues. Playing time will be at the discretion of the coach.

Rhetoric School (Grades 9-12): Programs will strive for excellence, knowing that this cannot be fully attained, but will operate with this as the end in mind. Student-athletes will be placed in "best fit" positions that will maximize individual potential in the best interest of the team. Each head coach will prioritize the team's achievements ahead of individual success. Playing time will be based on the athlete's commitment, performance, safety, knowledge, ability to execute, conduct and attitude determined by the head coach. A student-athlete's past team placement will not secure the same position the following season.

## **MULTIPLE SPORTS AND ACTIVITIES**

We encourage students to participate in multiple activities, both in the realm of academia and of athletics, and acknowledge that this benefits the student-athlete as well as our programs. Individual skills learned from different activities transcend the activity itself and the result is a better well-rounded individual. We also believe that young athletes need to experience new sports in order to discover where their true talents may lie. Athletes are also encouraged to expand their experiences by participating in other school-sponsored activities.

### ***Multiple Sport Participation***

Student-athletes may not participate in multiple team sports at the same time unless approved by the Athletic Director. However, student-athletes may participate in a lifetime sport (cross country, golf, tennis, track) and a team sport if agreed upon by both head coaches. Where there is dual commitment, a declared priority should be in place between student, parents and head coaches prior to the start of each team's season.

### ***Multiple Activity Participation***

Student-athletes may participate in a non-athletic department program and on an athletic team at the same time. Leadership representing both activities will need to work together closely to minimize conflicts. Where there are schedule conflicts, there must be a declared priority and agreements made between student, parents, head coach and activity sponsor as to how the student will divide his/her time between the activities. Athletes must understand that playing time and team placement may be affected.

## **GENERAL POLICIES**

### **SPORTSMANSHIP**

During home contests, CCS serves as host to the visiting team and its spectators. They are our guests and they should be treated accordingly. During away contests, we are expected to act as invited guests. We will treat the personnel and facilities of the home school with care and respect.

As participants and spectators, we want to cheer for our team, not against the opponent, being modest in victory and gracious in defeat. Additionally, we will regard the rules of the game as an agreement, the spirit and letter of which we shall not break. Players play the game; coaches coach the game. An official never loses a game for a team. Much like we do not readily credit an official for a win, we will not blame an official for a loss. Officials will be treated with respect, and we will accept absolutely and without quarrel the final decision of any official.

Any member of the Covenant community who is a participant or spectator at an event, who uses profanity, engages in inappropriate behaviors, such as fighting or other misconduct, may be dismissed from the event and is subject to disciplinary action by the school.

### **SCHEDULING**

The Athletic Department seeks to schedule games and practices well in advance of the season. Please be aware that the Athletic Department has no control of CCS district alignments or league scheduling. These are established by affiliated league. There may be changes in the schedule due to a change in an opponent for an 'away' game, conflicts with facilities rented by the school, or a schedule conflict. These changes will be communicated as soon as they occur.

### **TRANSPORTATION AND TRAVEL**

CCS will provide limited transportation to and from games as well as off-campus practices. Alternative transportation arrangement is the responsibility of the student-athlete(s) and their parents. All students not riding in school transportation will be required to have parental permission and a waiver of liability on file. Acceptable driving arrangements must be communicated in advance to the athletic office and include:

1. Student-athlete driving by themselves to the event
2. Student-athlete and one other student-athlete of no relation to the driver, driving to the event
3. Student- athletes (in groups of 2 or more) riding with another adult to the event

### **SEVERE / INCLEMENT WEATHER**

Any changes to published schedules due to inclement weather will be communicated as they occur. If lightning is present during an outdoor event, all parties must be moved indoors. Thirty minutes after the last visual evidence of lightning, the event may only be resumed. A lightning meter may be present at all outdoor events when inclement weather is a possibility. During outdoor practices, heat and humidity levels will be monitored. When possible, practices will be scheduled in the coolest times of the day.

### **SUBSTANCE ABUSE**

CCS vigorously opposes student use, possession, or distribution of tobacco or alcohol in any form, on or off campus. Violation subjects a student-athlete to disciplinary action deemed appropriate by the coaching staff and administration. Penalties may include multiple-day suspension, permanent removal from the team or expulsion from the school. Students are not permitted to use, possess, purchase, or distribute illegal drugs, including athletic performance enhancement drugs (PED's). Violation subjects the person(s) involved to disciplinary action and may lead to the involvement of local law enforcement. Athletic performance enhancing drugs are detrimental to the health of the student and are never an acceptable alternative to hard work.

### **FUNDRAISING**

Covenant Athletics raises funds annually through the Auction and from individual gifts. These funds are used to enhance our programs for items above and beyond the operating budget.

## GAMBLING

Gambling is not tolerated. Violation subjects the person(s) involved to disciplinary action.

## HAZING

Hazing is defined as subjecting someone to an indignity, fright, abuse or threat and is not tolerated. Violation subjects the person(s) to disciplinary action.

## **REQUISITES FOR PARTICIPATION**

Each CCS student-athlete desiring to participate in CCS athletics must complete the following signed documents on file in the athletic office prior to the first day of participation in any given sport:

- Acknowledgement of Athletic Handbook Form
- Physical Examination (dated after May 1, prior to the fall start date of the school year)
- Student Profile
- Medical History
- TAPPS Signature Page
- Consent for medications

All forms must be completed prior to the first scheduled day of participation; **a student-athlete may not participate with the team until all documentation is completed.** All of the aforementioned documents can be found on Rank One or CCS website.

In addition to the required documentation listed above, a student-athlete must have paid or have made arrangements to pay all athletic fees. The athletic fee schedule is set prior to the beginning of each school year. **Any student-athlete with outstanding athletic fee payments may not participate with the team until all fees are current.**

## **STUDENT-ATHLETES**

### CODE OF CONDUCT

Representing Covenant Classical School in athletics is a student's choice and thereby a privilege. Student-athletes shall conduct themselves in a way that honors God, Covenant Classical School, their teams, their families and themselves. A Covenant student-athlete reflects the mission and identity of the school, no matter where he/she is. Student-athletes are always expected to behave with consideration for others in thought, word and deed. Student-athletes must abide by the school's stated rules and policies as stipulated by Athletic Department staff members and/or school administration. A student's failure to embody these standards of conduct shall be reported immediately to a coach or administrator and may result in suspension or dismissal from the team.

### AGE/GRADE ELIGIBILITY

For participation in 7<sup>th</sup>/8<sup>th</sup> sports, students entering 7<sup>th</sup> or 8<sup>th</sup> grade must be 14 years old or younger on September 1 of the current school year. For participation in TAPPS, students must be less than 19 years old on September 1 of the current school year. Students in the 8<sup>th</sup> grade are not eligible to participate on or against varsity teams.

## **ACADEMIC REQUIREMENTS**

To be eligible, students must not receive more than one failing grade in one subject matter at the end of the eligibility period. A student who is academically ineligible will remain so until the next eligibility assessment.

Efforts will be made to balance school workload; however, student-athletes are responsible for their own academic performance. A student-athlete who misses school due to athletic competition is responsible for keeping up with his or her schoolwork. It is the student's responsibility to inform the teacher prior to missing a class. The student will make arrangements to fulfill all academic work. Any homework assignments that are due should be turned in prior to the missing class period(s), or arrangements must be made with the teacher as to when assignments will be accepted. Any tests that the student will miss should be taken ahead of time, if possible.

## **PARTICIPATION**

Participating in athletics is a privilege and is contingent on the following:

- **Clearance from previous sport** - Student-athletes must be cleared from their prior sport before they may begin competing in a new sport. This includes, but is not limited to, the uniform and equipment returned in good condition and payment of athletic fees.
- **Good academic and moral standing** - Student-athletes may not participate in practices or games if they have failed to achieve the minimum academic requirement or if they are suspended from school.
- **School attendance and athletic participation** - Student-athletes must attend at least three academic periods on the day of a practice or game in order to participate. The only exception to this rule is if the absence is the result of a school-related event (field trip, college visit, etc.). Students must attend at least two class periods on Fridays to participate in a Friday or Saturday contest. Any amendments to this rule require the Director of Athletics approval.

## **TIME COMMITMENTS**

**Logic school sports (Grades 7-8)** – Logic school athletics will not exceed more than four required days in a given week. Average practice length for all sports will not exceed 2 hours. Competitions may be held on Saturdays depending on league or host-team scheduling. No teams will have mandatory practices over extended school holidays except if a game is scheduled on the day immediately following a holiday, then a practice may be held. Playing a game after several days off or inadequate preparation can become a safety/health issue for the athletes. No games will be played during finals week prior to the completion of all exams. No team-related events or activities are permitted on Sundays.

**Rhetoric school sports (Grades 9-12)** – Rhetoric school athletics will not exceed more than six days in a given week. Competitions may be held on Saturdays depending on league or host-team scheduling. Practices and/or games may be held on Saturdays and during some school holidays depending on the sport and season. During final exams, no games will be played until the last scheduled exam is completed. No team-related events or activities are permitted on Sundays. No team may schedule practices or any other team activity during TAPPS required dead periods.

## **LETTERING POLICY**

A player or student letters when they meet the requirements for their sport or is deemed able to letter by the head coach through regular contribution to the team both in games and practices. The athlete can letter only if they participate in the varsity level of competition. A player must finish the season with the team in order to letter unless a season-ending injury occurs that prohibits him from finishing. In such a case, the letter is dependent upon the athlete staying in good standing with the team throughout the remainder of the season. Lettering requirements for each sport are determined by the head coach and must be approved by



the Director of Athletics. Lettering requirements will be communicated to athletes prior to the start of season.

Varsity students may purchase a school letter jacket from the school-approved dealer. All-district and all-state patches are to be purchased by the individual athlete. Student-athletes may not purchase letter jackets prior to earning their first varsity letters, regardless of the season in which they earned it. The Athletic Department will maintain a list of student-athletes who qualify for varsity letters and will notify qualified student-athletes and their parents after the end of the sport season in which he/she participates.

### **DEPARTURE FROM TEAM**

The CCS Athletic Department stresses that families plan and do everything in their ability to prepare for an upcoming season. If they choose to participate in the sport which is defined by attending the first day or some other date agreed upon by the coach, they are committing to the entire season. There are three types of departure from a team. Please note that athletic fees may not be refunded.

#### ***Leaving a Team***

Season ending injury, poor health status, family emergency, or academic performance may lead to permissible departure from the team only after being discussed between the parents, the head coach and/or the Director of Athletics. A student-athlete may still be eligible for a varsity letter in this circumstance and he will still be eligible for his next season's sport.

#### ***Quitting a Team***

Regardless of reason, any player that quits a sport after the sport has begun will not be eligible to participate in the next sport of his/her choice during the school year. Rhetoric students will not be eligible to earn a letter in that sport. The only exception to this rule is if the student-athlete and head coach have clearly communicated that quitting may be an option. For example, if the Head Coach has agreed to let a student-athlete try a sport for a week and the student-athlete then quits within the agreed upon time, the student would be eligible for the next season's sport.

#### ***Dismissal from a Team***

Regardless of reason, any player who is dismissed from a team due to conduct, rules infractions or disciplinary reasons, will not be eligible to play in the following season of athletics. Rhetoric students will not be eligible to earn a letter in that sport.

### **INJURIES**

Injured athletes, regardless of grade, are required to attend practice unless treating and/or rehabilitating an injury, or as approved by the Head Coach. Athletes missing a practice or a game for training must first get permission from their coach. It is the player's responsibility to communicate with the coach. Any athlete that has received medical care must provide a doctor's release to the Athletic Office in order to resume physical activity.

### **STEWARDSHIP**

All student-athletes are expected to be good stewards of all equipment, facilities and uniforms entrusted to them. Locker rooms and weight rooms are expected to be clean and orderly at all times. Student-athletes will use assigned lockers for the storage of uniforms, equipment and personal items. Personal items should be stored in locked lockers at all times.

### **ATHLETIC UNIFORM AND DRESS CODE**

Student-athletes are responsible for caring for uniforms, warm-ups and other gear as well as returning clean items in good condition at the end of the season. If a student-athlete is missing a uniform or piece of equipment on the day of a game, another uniform or equipment will not be issued. If a uniform is lost and cannot be found, another uniform (if available) will be issued once the item has been paid in full. The

student-athlete must turn in uniforms and all equipment at the end of the season or pay the replacement cost for any missing gear. Damaged uniform pieces will need to be replaced at the expense of the student-athlete if the damage is unrelated to games or practices. The replacement cost of each uniform item (top or bottom) is \$50 minimum with some items possibly up to \$100.

Team issued attire is not to be worn at school unless otherwise approved by the head coach.

### **WEIGHT ROOM POLICY**

Athletes are not permitted in the weight room without proper supervision. Appropriate athletic attire (t-shirt, shorts and athletic shoes) must be worn at all times. No athlete should lift alone and all lifts should be accompanied by a spotter. Focus is critical so no horseplay, socializing or laziness will be tolerated. When finished, all weights must be racked and areas cleaned.

### **YEAR-ROUND STRENGTH AND SPEED TRAINING**

We cannot have successful athletic programs without a strong commitment to strength and speed training. High school student-athletes are expected to work hard on improving strength and speed throughout the school year, whether they are in or out of season. Program Directors (Varsity Head Coaches) or the Director of Athletics will, in accordance with league rules, provide both voluntary and/or mandatory opportunities to student-athletes to train in the weight room, gym, and on the fields throughout the year.

### **OUT-OF-SEASON EXPECTATIONS**

During the school year, student-athletes are expected to give the in-season sport in which they are participating first priority and are not expected to train for another school sport during that time period. Any organized training for another sport during the season in which an athlete is participating (such as an open facility or league) should be cleared with the current in-season head coach. Regardless of in-season versus out-of-season status, an emphasis will be placed on strength and speed training, both of which will be required of all 9th-12th grade student-athletes throughout the school year.

During the summer, all student-athletes are expected to work on and develop their athletic abilities. Understanding that family and personal time take first priority during the summer, there are various opportunities (at school and outside of school) for student-athletes to train when they can. If a student-athlete is in town and not committed to a family activity, it is assumed that he/she will engage in some sort of personal strength and speed development program.

## **PARENTS**

Parents are the most influential models for young athletes. From a parent's conduct to the priority sports plays in the family order of life, parents significantly impact a young person's athletic experience and they are critical to the success of our athletic programs. The Athletic Department needs parents to serve in one or more of a variety of volunteer positions throughout the year. Team moms, travel coordinators, drivers, chaperones, statisticians, videographers, concessions, admissions, field/gym preparation and cleanup are just a few of the volunteer opportunities that provide much needed help as well as good community time between parents.

### **PERSPECTIVE - WHY KIDS PLAY SPORTS**

Most young people participate in sports for the following reasons: to have fun, to develop a natural desire to play, to make new friends, to be with friends, to be part of a team and to compete. "To win" or "to be a champion" is often not at the top of the list. Athletes must hear from parents and coaches that it is the process of competing that counts. Undue emphasis on winning and losing minimizes the value of sports.

The following guidelines are an attempt to provide a foundation for our joint effort to guide your sons and daughters through the challenging, yet wonderful, experience of interscholastic sports.

## **PRESENCE AT GAMES AND PRACTICES**

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. Practices are considered valuable instructional and evaluation time. Parents and guests are expected to refrain from disrupting practice sessions and from interacting with players and/or coaches during practice, including during water and rest periods. The coach needs room to instruct and the player needs room to perform without distraction from the stands or sidelines. Distraction only yields poor results.

During games or competitions, parents and guests should remain in the stands or in other designated areas for spectators. Certain areas are restricted to coaches, players, and official team personnel (i.e., trainers or managers). Failure to cooperate with these restrictions may subject the team to penalties by game officials and can even lead to ejection from the contest.

Practices and tryouts are closed to all non-team or program personnel, unless previously approved by the Head Coach.

## **COACH AS LEADER**

Each coach is prayerfully and thoughtfully considered, recruited, interviewed and hired and therefore has authority over students in each given sport. Parents and student-athletes must trust that coaches endeavor to make the best decisions for the team as well as for the individuals that form the team. Coaches are with the team daily in practice and in competition evaluating character and performance and therefore will make judgment decisions based on what is in the best interest of the team. Playing time, players' positions and strategy will be left to the discretion of the coach. Parents should help their children 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 nor parents are infallible evaluators of talent; nor are they perfect in calling plays. A team does not function well with non-coaches trying to coach. Parents should not place their children in the position of deciding whether they will listen to their parent or their coach. Yielding to authority is a biblical lesson that our children will learn from the example of their parents.

## **COMMUNICATION – INTERNAL**

Direct communication between the coach and players is very important and is usually the best way for any questions to be answered or conflicts to be worked through. Inevitably, there will be times when a meeting between a parent and coach is warranted. Please call or e-mail the coach to arrange a convenient time for a phone conversation or meeting. Please exercise the 24-hour rule – wait 24 hours before placing that call or sending that email. Too often our emotions get the best of us. And remember, before or after practices or games is never an appropriate time to approach a coach concerning these issues. Coaches will be happy to meet with you, but it may be a few days before a convenient time can be arranged.

A meeting with the coach is an opportunity to exchange information and respectfully discuss any concerns or questions that you may have. Hopefully the meeting will promote better understanding and communication, but the meeting should not be viewed as an opportunity to convince the coach that your child should be playing more, playing a different position, or that the coach should be employing a different strategy. After the meeting, just as before the meeting, your support of the team and the coach is expected. If there is a significant issue that you believe requires additional discussion, then the Director of Athletics, coach and parent can meet to resolve the issue.

If issues cannot be resolved after meeting with the Director of Athletics, then a meeting involving the Upper School Head, along with the Director of Athletics, coach and parent should take place. Any unresolved or escalated issues should then be taken to the Head of School.

## **COMMUNICATION – EXTERNAL**

All press releases must be approved by the Director of Athletics or his/her appointed contact person within the Athletic Department (calling in box scores to the local newspaper is not considered a press release and should be the responsibility of the Head Coach or his/her appointed contact person). Please do not damage the relationship our school has with media outlets by contacting them regarding a lack of press coverage of our athletic events.

Parents should never contact opposing schools, officials or the TAPPS office to voice complaints over athletic contests, opposing players, coaches or fans, or officials. All concerns and/or opinions should be communicated directly with Covenant's Director of Athletics.

## **FINANCIAL EXPECTATIONS**

Expenses for athletic programs fall into two categories – athletic participation fees and “convenience” expenses. Athletic participation fees vary by sport. Convenience expenses might include additional equipment, garments or shoes that the student-athlete may want in order to participate, pre or post-game meals, end-of-season coach's gifts, yard-signs, post-game celebrations and possible overnight travel.

## **ATHLETIC FEES**

Athletic fees will be assigned, yearly, to the respective sport and these fees will vary by sport. All fees will be billed through FACTS based on the sports each child participates. Please see the Athletic Fee Schedule for more details.

## **COACHES**

Successful athletic programs start with quality coaches. We believe coaches are one of the most significant components to the athletic program and seek to hire Christian role models who are committed to fulfilling the mission of the school, who desire to disciple our student-athletes and serve their families and who are knowledgeable in their sport.

School athletic programs are an integral part of each student's overall education and development and coaches shall assist each student-athlete toward developing his full potential. Mentoring, development and the care and safety of our student-athletes are our coaches' most important responsibilities.

## **CODE OF CONDUCT**

Because the behavior of a team can reflect the coach's own manner, attitudes, temperament and approach to athletics, coaches shall conduct themselves in a way, both on and off the court, that brings positive recognition to God, Covenant, their team, their sport and themselves. Instruction and correction, while demanding and critical, should be positive. Coaches should never embarrass or demean student-athletes. The same high standards of preparation, organization, hard work, self-discipline, sacrifice and Godly behavior that coaches expect of players should be the same that is expected of coaches. All coaches are expected to know the rules of the game and the rules/policies of the leagues in which we participate.

## **TIME COMMITMENTS**

Coaches are expected to attend all scheduled events (practices and games). Coaches should arrive to practices and games early enough to set up equipment and the facility, and to greet their team. Coaches should not leave the facility of a game or event until all student-athletes have left the premises or have made prior arrangements with parents.

Coaches shall abide the practice time requirements outlined in of this handbook. Clarification on some nomenclature and definitions:

- “Walk Throughs” are considered practices

- “Service Projects” are not considered practices or games and can be conducted on a limited basis outside of the maximum number of events a student-athlete can attend on a weekly basis
- “Optional Practices” means no team drills or team building activities will be conducted. Coaches must reinforce that these types of practices are not mandatory, and no penalties will be levied to individuals who cannot make the optional practices.

### TRAINING

All new and second-year coaches will go through a “Coaches Certification Program” covering the essential elements of our school, our school’s culture, and how to be a successful coach at Covenant. Rhetoric coaches must also go through annual certification programs. Coaches will be provided with opportunities for growth via clinics, workshops, seminars, and coaching books and videos.

### PROGRAM DEVELOPMENT

Varsity Head Coaches are the Program Directors for their respective sport. Program Directors, in partnership with the Director of Athletics, oversee all teams and all levels in their sport. This provides a firm foundation for program development. The coach will strive to motivate and assist athletes, both in-season and out-of-season, to achieve their full potential as players.

### COMMUNICATION

Coaches must communicate with student-athletes and parents on a regular basis. Coaches must conduct a parent meeting prior to the start of the season to communicate the expected commitment to the team and the anticipated practice and game schedule. The head coach will also be in regular communication with parents and athletes during the season. Weekly communication to parents is a minimum requirement. Coaches will communicate about any summer camps or conditioning programs well in advance of any planned activity. All summer activities must be held on a voluntary basis.

### MINISTRY SAFE PROCEDURES

#### ***Pick up from athletic and extra-curricular events***

Parents need to pick up or have arranged pick up of their child at the designated time for dismissal. If a coach, teacher or sponsor is left in a position where he/she is in a one to one situation, these procedures will be followed:

- The adult and athlete will remain in a public and easily viewed area; always maintaining an appropriate space between the adult and the student.
- If outdoors, the adult may sit in his/her vehicle in a location where the adult can see and talk to the student.
- If indoors, the adult and athlete will wait in a foyer or commons area. The athlete and adult will never be in a one on one situation in a closed room. If in a classroom setting, the door will always be open.

#### ***Student needing to go to restroom or areas outside your field of vision***

If a student needs to go to the restroom or areas outside of a coach’s field of vision, the athlete will be accompanied by another adult or teammate. The coach will send someone to locate the athlete if an extensive time has passed. In events such as track and cross country where students must be in areas outside of a coach’s direct supervision, coaches will always be aware of where the athletes should be. Whenever possible, a parent or teammate will accompany the athletes appropriately. No student will be left alone unattended in the team camp area. In workouts where athletes will be out of the coach’s sight lines, athletes will be training with a partner so that no one is running or training on their own in unsecured areas.

#### ***Locker rooms and Dressing rooms***

All locker or dressing rooms will be monitored when athletes are in them. If the sponsor is of the opposite gender of the students, Ministry Safe procedures will be followed.

### ***Transportation***

Coaches will not transport any athlete other than their own child in a one to one situation. Any coach transporting a child should always have two or more athletes or another adult present in the vehicle.

### ***Overnight Trips***

Coaches and sponsors will have clear curfews set on all overnight trips. They will do a room check at the stated time. If the trip is co-ed, there will never be boys and girls unsupervised in the same room without permission from the sponsor of the trip and supervision. Anytime there is a coed room, the door to the room must remain opened and unencumbered. At no time will a student leave the hotel or facility without permission or unaccompanied.

### ***Individual or Private Instruction***

If a coach or sponsor is going to schedule time with an individual student for instruction, he/she will notify the parents in advance that this will be a one on one situation. The athlete and adult will remain in a **public area if possible, during the session. If a private room is required, the door will always remain** opened and they will remain visible from the doorway. If a coach or sponsor is giving personal private instruction outside the context of Covenant Classical, he/she must make it clear to all parties that this is not a school related event.

### ***Coach Supervision of Practice and Game Sites***

Coaches should arrive 15 minutes prior to the time athletes are scheduled to arrive. If a coach knows that he/she is unable to arrive prior to the team's scheduled arrival and is not traveling together as a team, arrangements will be made to have the site covered. Coaches will have clear and written rules in regards to where athletes are allowed and not allowed to be at all practice facilities.

## 2021 - 2022 PARENT & STUDENT ACKNOWLEDGEMENT

I hereby give consent for \_\_\_\_\_ (student athlete) to compete in Covenant Classical School of Fort Worth (CCS) approved sports and travel with the coach or other representatives of the school on any trips. The above-named student is my child and is now under my control and in my custody. I authorize CCS and its representatives to consent to and obtain emergency medical treatment of my child in case of any illness or injury in connection with a school activity, such treatment to be administered by such physicians, other medical personnel, hospitals and/or clinics as may be selected by CCS or its representative. I hereby assume responsibility for such professional services. It is understood that CCS assumes no responsibility in case and accident occurs. The undersigned agrees to be responsible for the safe return of all athletic equipment issued to the student athlete by the school. The student athlete has our permission to return home with his/her parent/guardian or other parent-appointed driver from away games, if needed. The student athlete will check out with his/her coach before leaving. The parents/guardians release CCS from responsibility if an accident occurs.

I have received, read, and understand the Athletic Handbook for the 2020 - 2021 school year, and I agree to abide by the rules and guidelines stated therein.

Student Name: (Print) \_\_\_\_\_

Grade: \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_