

2021-2022



# CLAREMORE CHRISTIAN SCHOOL

ATHLETIC HANDBOOK

## Contents

Introduction.....	4
Mission Statement.....	4
Purpose.....	4
Objectives .....	4
Elementary .....	4
Junior High (6th – 8th).....	5
High School (9 <sup>th</sup> – 12 <sup>th</sup> ).....	5
*Junior Varsity/JH B teams .....	5
Fees .....	6
Physicals .....	6
Athletic Teams .....	6
Code of Conduct .....	7
Coaches and Advisors.....	7
Student Athletes .....	7
Student and Parent Spectators.....	7
Governance and Chain of Authority .....	8
Conflict Resolution.....	8
Parent Conferencing and Advice .....	8
Homeschoolers.....	8
Practice and Game Schedules .....	9
Eligibility Guidelines for Ongoing Participation.....	9
Academic .....	9
Semester Grades.....	9
Age Requirements.....	10
Attendance in School .....	10
Attendance at Practice and Competitions .....	11
Participation Guidelines.....	11
Practice Clothing.....	11
Uniforms and Appearance .....	11
Dress Before and After Competitions.....	12
Makeup Work Policy for Classes Missed Due to Activity Participation.....	12
Health and Safety .....	12

Concussion Guidelines.....	12
First Aid .....	13
Inclement Weather Policy.....	13
Awards .....	13
Letter Jackets .....	13

## Introduction

The Claremore Christian School Athletic Handbook is a reference guide for coaches, student-athletes, and parents concerning the policies that govern athletics at Claremore Christian School. The coach of an athletic team reports to the Athletic Director and is primarily responsible for the compliance by his/her team members to the rules, regulations and policies governing athletics at Claremore Christian School. The Athletic Director will administer these rules and regulations as they relate to team and coach relationships.

## Mission Statement

Developing Christ-like character in young men and women through athletic competition. This will be accomplished through programs that emphasize Christian character and conduct, achievement in athletics, leadership skills, and respect for teammates, opponents and officials.

## Purpose

The purpose of Athletics at Claremore Christian is to provide opportunities for our students to use their God-given talents in physical competition to develop their total character through physical, emotional, social, and spiritual training. As such, CCS believes in developing every aspect of the student's life. We believe healthy competition in controlled environments is vital in helping young people develop a sense of accomplishment and ambition.

It is our desire to have...

**Student-Athletes** who love God and want Him glorified in their life on and off the court/field, respect authority, and have a teachable spirit.

**Coaches** who love their athletes and work hard to provide instruction, demand 100% effort, and respect both parents and athletes.

**Parents** who support and pray for their athletes and coaches, and respect decisions of coaches, administrators and game officials even when they don't agree.

**Administration** that is organized and enthusiastic about the efforts and successes of its teams, justly enforces all guidelines, keeps parents informed in a timely manner, and seeks to continually improve the athletic program at CCS.

## Objectives

### Elementary

CCS philosophy at the elementary level is to enhance the team concept regardless of individual skills. Each student is to be played as equally as possible with a minimum of one quarter to be played by each student (in basketball).

Create a basic understanding of the game.

Give each student a positive experience.

Create a healthy competitive attitude.

**Junior High (6<sup>th</sup> – 8<sup>th</sup>)** – may change to 7<sup>th</sup> and 8<sup>th</sup> and only 6<sup>th</sup> when needed

CCS philosophy at the junior high level is to enhance the team concept along with developing the individual skills of each athlete. At this level many are just developing physically and in personal skills. With this in mind, those skills will be enhanced with each competitive game. Membership on a junior high sports team does not guarantee equal playing time among the players. Our goal is 100% participation during the regular season as much as possible; however, during tournaments 100% participation may not work.

Continue to establish fundamental skills of the game.

Build good character and sportsmanship.

Build a team concept.

Give each student a positive experience.

Create a healthy competitive attitude.

**High School (9<sup>th</sup> – 12<sup>th</sup>)**

While promoting team concepts, we recognize individual skill levels will determine playing time in varsity sports. Our goal is to help each student recognize his or her contribution to the team. That contribution may come in practice or during competition, and neither can be minimized.

Continue to establish fundamental skills of the game.

Build good character and sportsmanship.

Build a team concept.

Give each student a positive experience.

Achieve goals set by each team.

**\*Junior Varsity/JH B teams**

When adequate enrollment allows, CCS encourages the use of junior varsity games for underclassmen in order to develop them by giving them more playing time. This is an added

responsibility for coaches or requires the recruitment of extra coaches. Also, if there are enough JH students interested in certain sports, the athletic director will look into creating a second team so that all JH students still have the opportunity to play and get experience. The season will be shorter and not as many games will be played.

## Fees

To help offset the cost of the athletic program, each student-athlete must pay an athletic fee for each sport played. Fees pay for officials, facility rental, transportation to and from games, awards, and first aid equipment. Athletic fees are due before the **first** game. An athlete may not play in a game until all fees are paid.

## Physicals

Physicals are mandatory for participation in any sport at the junior high and high school levels. Physical forms must be completed and returned to the school office prior to the participation in any practice or game. If physicals are not on file with the school upon survey by the athletic director, coach or school administration, the student may be disqualified from further practice or competitions until the proper form is completed and returned to the school office.

Physicals for elementary students (5<sup>th</sup> and below) are encouraged but not required by CCS.

## Athletic Teams

High School Fall Sports – Football (8<sup>th</sup> – 12<sup>th</sup>): Boys, Volleyball: Girls, Cross Country: Girls and Boys

Junior High Fall Sports – Volleyball (7<sup>h</sup> – 8<sup>th</sup>): Girls, Cross Country: Girls and Boys

Elementary Fall Sports – Cross Country (3<sup>rd</sup> – 6<sup>th</sup>): Girls and Boys

High School Winter Sports – Basketball: Girls and Boys

Junior High Winter Sports – Basketball (6<sup>th</sup> – 8<sup>th</sup>): Girls and Boys

Elementary Winter Sports – Basketball: 4<sup>th</sup> – 5<sup>th</sup> Girls and Boys

High School Spring Sports – Track: Girls and Boys, Baseball (8<sup>th</sup> – 12<sup>th</sup>)

Junior High Spring Sports – Track (6<sup>th</sup> – 8<sup>th</sup>): Girls and Boys

# Code of Conduct

## Coaches and Advisors

It is the expectation of Claremore Christian School that all coaches and advisors conduct themselves in a manner that...

- Exemplifies Godly character, behavior and leadership.
- Complies with the policies of CCS and the HCAA.
- Abides by and teaches the rules of the game.
- Displays humility in victory and graciousness in defeat.
- Respects the integrity, judgment, and authority of game officials.

## Student Athletes

It is the expectation of Claremore Christian School that all student athletes conduct themselves and abide by the following...

- Adhere to the Standard of Conduct for CCS, as found in the Student Handbook.
- Athletes who desire to participate in school-sponsored athletics must commit to attend practices and games whether during school holiday, weekends, or during the school week.
- Avoid actions or words that taunt opponents.
- Treat opponents and teammates with respect and self-control.
- Display humility in victory and graciousness in defeat.
- Respect the integrity, judgment, and authority of the officials.

Cussing is considered a violation of the CCS Code of Conduct. If a student cusses while acting in the role of CCS student athlete (ex., practice, game, travel, volunteer work, etc), a one-game suspension will be enacted. This suspension will be served during the next game. Further incidents of cussing will warrant additional discipline as determined by the Athletic Director.

The Student Internet Policy is in full effect at all CCS-sponsored events. This includes all athletic practices, games, travel, volunteer work, etc. If a student violates this policy while acting in the role of CCS student athlete, discipline will, at minimum, require the student to surrender the cell phone or other device to the supervising coach, Athletic Director, or administrator, to be returned at the end of the day. In addition, the parents will be contacted by the coach or Athletic Director. Any further infraction will warrant additional discipline up to and including expulsion.

## Student and Parent Spectators

It is the expectation of CCS that spectators...

- Demonstrate good sportsmanship
- Never heckle or distract members of opposing teams.
- Never criticize athletes, coaches, or officials for the loss of a game.
- Accept the decisions of the officials.

Spectators who demonstrate poor sportsmanship may be requested to leave the activity and may be requested to not attend future activities.

## **Governance and Chain of Authority**

The governance for all athletics at Claremore Christian is...

- Superintendent
- Athletic Director
- Head Coach
- Student & Parent

The chain of authority for handling grievances goes in ascending order: athletes/parents, Head Coach, Athletic Director (AD), and school administration. All mandates and important information go in descending order: school administration, AD, Head Coach, and students/parents.

## **Conflict Resolution**

Following and understanding our chain of authority is vital to building and maintaining a successful program. In accordance with Matt. 18: 15 – 20, any parent or person bringing a complaint about a coach will **FIRST** meet with the coach to resolve the difference. Believe the best **FIRST!** Extend **GRACE!**

## **Parent Conferencing and Advice**

There will be no parent-coach meeting immediately before, during, or after a game or practice. If parents would like a meeting to talk about concerns with a coach, they must set up an appointment with the coach when convenient for both parties.

The proper chain of authority is expected to be followed (Parent, Head Coach, AD, and Superintendent).

No one should ever try to out coach the coach. Parents and spectators are to stay off the playing and practice areas unless permission has been granted by the Head Coach: parents and family are always welcome to attend practices and athletic events – we highly encourage this!

## **Homeschoolers**

In an effort to increase co-curricular opportunities, homeschoolers may participate on Claremore Christian School teams, as long as spots are available. As the school grows there may not always be this opportunity. The purpose of homeschoolers playing with CCS is to support and strengthen the teams at CCS, not to recruit or seek a competitive advantage. Home school athletes participating on Claremore Christian teams would have the same privileges, opportunities, and responsibilities as a Claremore Christian student. A homeschool athlete will be asked to turn in what course work they are doing and may be asked for an interview. Home school athletes will abide by all CCS student requirements.



The AD and superintendent will grant permission to a homeschool athlete based on the following criteria:

Heartland Christian Athletic Association rules.

Status of Claremore Christian student participation in the activity

- Football max roster – 20
- Basketball max roster – 12
- Volleyball max roster – 10

Preference will be given to home school athletes wishing to participate in more than one sport at CCS.

Enrollment and athletic fees paid and all forms turned in.

## **Practice and Game Schedules**

### **Game Scheduling**

All games scheduled must be approved by the Athletic Director. No games or tournaments may be scheduled out of the designated season.

### **Practice Schedules and Times**

Practice times are different for each sport and will be determined by the Head Coach and AD. Typically required practices begin a few weeks before the first game.

Practice sessions for any sport should typically be NO longer than 2 hours.

Wednesday practices need to be optional; if offered they need to dismiss by 5pm. If students need to leave earlier to attend church activities, they will be excused with no penalty.

### **Practice Facilities**

Practice facilities and times are determined by the Head Coach and AD.

## **Eligibility Guidelines for Ongoing Participation**

### **Academic**

Students must pass a 1-week grade review to be eligible to participate in athletics. The ineligibility period will begin the Monday following the grade review on Friday, through the following Sunday, one week later.

### **Semester Grades**

A student must have received a passing grade in all subjects enrolled in during the semester

If a student does not meet the stipulation stated above, he/she will not be eligible to participate during the first four weeks of the next semester  
A student may regain semester eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of the four-week period.  
Students enrolled for the first time must meet the same semester scholastic stipulations.  
The passing grades required for the preceding semester will be obtained from the student's last school attended.

Grades for eligibility will be checked every week during the activity time period starting on the 4<sup>th</sup> week of the semester.

Notification will be handled as follows:

Secretary runs the ineligibility report and notifies parents via email.  
AD notifies team coaches  
AD notifies ineligible athletes.

Ineligibility exists if a student has:

One or more "F" in any class  
Lower than a 2.0 grade point average

Any athlete who becomes ineligible for participation in school-sponsored athletics, will still practice with the team and sit with the team during HOME games. The athlete will not travel or sit with the team on away games. The athlete will need to wear team dress on the bench.

Elementary eligibility will be based upon academic effort and/or behavior. The classroom teacher and superintendent will determine eligibility. Eligibility will run Monday to Monday and be reviewed each week.

### **Age Requirements**

1. Any student who reaches his/her nineteenth birthday before Sept. 1<sup>st</sup> of the school year will not be eligible for athletic competition.
2. Any student who reaches his/her fifteenth birthday before Sept. 1<sup>st</sup> of the school year will not be eligible for athletic competition in the 8<sup>th</sup> grade or below.

### **Attendance in School**

Students must be in attendance for at least 4 class periods in order to participate in that day's game, practice, meeting or event. The CCS excused absence policy applies in the event of an unavoidable absence. In case of an excused absence the coach and Athletic Director will determine his/her participation.

School sponsored field trips are considered attendance at school. Students are expected to be at all practices and games unless absent from school.

## **Attendance at Practice and Competitions**

Prior notice is to be given to the Head Coach for any absences. If prior notice is possible, but neglected, the absence will be counted unexcused. The following are considered as excused absences:

- Illness
- Unavoidable medical appointments
- Death in family
- Private academic tutoring (should be scheduled around practices if possible)
- Special family situations (weddings, counseling, etc.) with prior notice given to the Head Coach
- Special church activities
- Participation in another school sponsored activity with prior agreement of the Head Coach

Each Head Coach will announce their discipline procedure for missed practices or competitions. All athletes must be on time to practices and competitions. Each coach will announce his or her discipline procedures for tardiness.

There should be a strong sense of belonging to the team even when personal injuries would restrict the individual's participation in practices and games. An injured player is expected to be at all practices and games as if he/she were healthy, as long as it doesn't interfere with the student's rehabilitation.

## **Participation Guidelines**

### **Practice Clothing**

Students are not permitted to wear clothing that is revealing and/or refers to alcohol, tobacco, drugs, profanity, or other offensive symbols. Students are not permitted to wear jewelry, including body piercings during practices or games. No spanx. Coaches may require practice jerseys.

### **Uniforms and Appearance**

Members of school athletic teams are visible representatives of CCS. The appearance of team members before, during, and after athletic competitions communicates an important message about the school. The school devotes significant financial resources to purchase high quality uniforms and team gear for each school team. As a result, the following guidelines have been established.

Uniforms are purchased by the school. Athletic fees help defray their cost. Parents may be asked to purchase uniform accessories. All uniforms are property of CCS. Students who lose or damage uniforms beyond normal wear and tear will be charged a uniform replacement fee. Uniforms and team gear may ONLY be worn for school sanctioned team events as determined by the Head Coach and Athletic Director.

## **Dress Before and After Competitions**

Students representing CCS are to travel to and from games in school approved team uniforms and team gear, special dress requirements as established by the Head Coach or in school dress code apparel worn in compliance with the **Claremore Christian Student Handbook**.

## **Makeup Work Policy for Classes Missed Due to Activity Participation**

If a student misses a class to participate in a CCS sporting event, all quizzes, exams, homework, etc. must be taken or handed in on the day of return to school. The student will be responsible to ask their classmates or teacher(s) for missed assignments and class notes.

Students recorded as absent for the day will not be permitted to participate in any athletic or extra-curricular activity or practice on the day of the absence.

## **Health and Safety**

### **Concussion Guidelines**

A concussion is a brain injury and all brain injuries are serious. They may be caused by a bump, blow, or jolt to the head or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly**. In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without the loss of consciousness. Signs and symptoms of concussions may show up right after the injury or can take hours or days to fully appear. If a child/player reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention.

#### **Symptoms may include on or more of the following:**

1. Headache
2. Nausea/vomiting
3. Balance problems or dizziness
4. Double vision or changes in vision
5. Sensitivity to light or sound/noise
6. Feeling of sluggishness or fogginess
7. Difficulty with concentration, short-term memory, and/or confusion
8. Irritability or agitation
9. Depression or anxiety
10. Sleep disturbance

An athlete who is suspected of sustaining a concussion or head injury in practice or game will be removed from competition at that time and may not return to play that day and will be closely

observed for 24 hours. If symptoms persist after 24 hours athletes will be held out of all athletic participation until cleared by a licensed health care provider.

### **First Aid**

Coaches are responsible to make sure each team has a kit at each game and practice. If more are needed, contact the office or athletic director.

### **Inclement Weather Policy**

When Claremore Christian is closed due to weather, all athletic contests and practices are cancelled, unless roads and sidewalks are not deemed hazardous by game or practice time.

### **Awards**

Awards are an integral part of school activities. They exist to reward, indicate belonging and show commitment to a cause. Awards are important and CCS athletes are recognized with a wide variety of earned awards. It is always important to keep awards in a balanced perspective. Too many awards indicate a disregard for the true meaning of sports and playing; while too few indicate a feeling of apathy and ingratitude towards our athletes. In reality awards cannot truly show what has been gained from competing in athletics...the development of life skills, commitment to a team above self, learning about one's limits and representing one's Savior, school, family and self.

### **Letter Jackets**

High School student-athletes who participate on varsity teams will be awarded a letter for that sport. Seniors who continuously participate in a sport during all four years of high school will be awarded a letter in that sport. Letter jackets can be purchased through Midwest Sporting Goods. Letters and emblems will be awarded by CCS. Graduation year, sports numbers, special honors, etc. can be ordered at the expense of the athlete.