



# CALVARY CHRISTIAN ACADEMY

*Not by might nor by power, but by my Spirit, says the Lord of hosts. Zechariah 4:6*

## *Athletic Handbook* 2016 - 2017



# **CALVARY CHRISTIAN ACADEMY 2016-2017 ATHLETIC HANDBOOK**

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## SECTION 1

### GENERAL INFORMATION ABOUT CCASD ATHLETICS

#### Vision Statement

The vision for CCASD athletics is to glorify God as we pursue excellence in all that we do.

#### Mission Statement

Our goal at CCASD is to glorify Christ through athletics by endeavoring to strive for excellence, model humility and pursue honor through our actions on and off the field of competition.

We believe that by providing championship quality athletics, we are giving our students the opportunity to put into practice the teachings of our Lord and Savior Jesus Christ. Some examples of these principles and teachings are:

- 100% Effort (Colossians 3:23)
- Victory (I Corinthians 9:24)
- Humility (I Peter 5:6)
- Submission (Ephesians 6:1-5)
- Discipline (I Timothy 4:8)
- Perseverance (Romans 5:3-5)
- Teamwork (Eph. 4:2-3)

**1 Corinthians 9:24** - "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 my slave so that after I have preached to others, I myself will not be disqualified for the prize".

Athletes at CCASD will be expected to adhere to the following code of behavior.

#### An athlete should:

- At all times, represent Jesus Christ and CCASD in a positive manner.
- Be on time, positive, enthusiastic, dependable, loyal, & cooperative.
- Be a team player.
- Abide by the general rules of discipline as established for you by CIF and CCASD.
- Strive to improve.
- Attend tutorial when required.
- Demonstrate respect for teachers, coaches, and fellow athletes at all times.
- Maturely accept constructive criticism.
- Take responsibility.
- Support teammates.
- Use appropriate language.

An athlete who participates in athletics at CCASD agrees to abide by these rules. Student athletes who are in violation of the aforementioned rules will be subject to disciplinary measures ranging from suspension to dismissal from their team or athletics in general for the remainder of the year. These rules are the result of the combined efforts of three different groups, the CIF-San Diego Section, Calvary Christian Academy San Diego, and the individual rules of each sport. In an effort to assist you with the knowledge of these rules, the guidelines in this booklet will clarify both CIF-San Diego Section, and CCASD rules. Information contained in this booklet will acquaint you with the bylaws and regulations all students must follow in order to protect athletic eligibility. The coach of each sport is responsible for giving each individual athlete the rules that apply to that sport.

**1 Peter 2:13** – “Therefore submit yourselves to every ordinance of man for the Lord’s sake.”  
**Hebrews 13:17** – “Obey those who rule over you, and be submissive, for they watch out for your souls, as those who give account.”

**Citrus League**

<b>Calvary Christian Academy San Diego</b>	Guajome Park Academy	San Diego Academy
CCA, Vista	Julian	San Diego Jewish Academy
Classical Academy	Lutheran	San Pasqual Academy
Escondido Adventist	Oceanview Christian	Vincent Memorial
Foothills Christian	Mountain Empire	

**Our athletic program for 2016-2017 will consist of the following sports:**

**Middle School (6<sup>th</sup>-8<sup>th</sup> grade)**

<b><u>Fall</u></b>	<b><u>Winter</u></b>	<b><u>Spring</u></b>
Volleyball (Girls)	Basketball (Girls)	Girls Soccer
Flag Football (Boys)	Basketball Boys)	Boys Soccer
Jr Knights Cheer	Jr Knights Cheer	Jr Knights Cheer

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

<b><u>Fall</u></b>	<b><u>Winter</u></b>	<b><u>Spring</u></b>
Boys Football	Boys Basketball	Track & Field (B/G)
Girls Volleyball	Girls Basketball	Boys Volleyball
Cross Country (B/G)	Boys Soccer	Royal Knights Cheer
Royal Knights Cheer	Royal Knights Cheer	

**Important Sport Dates for 2016-2017 Sr. High Sports**

<b><u>Fall</u></b>	<b><u>Season Begins</u></b>	<b><u>End of Season</u></b>
Boys Football	August 1, 2014	November 12, 2014
Girls Volleyball	August 11, 2014	November 7, 2014
Cross Country	August 11, 2014	November 15, 2014
Royal Knights Cheer	All School Year	All School Year
<b><u>Winter</u></b>	<b><u>Season Begins</u></b>	<b><u>End of Season</u></b>
Boys Basketball	November 15, 2014	February 20, 2015
Girls Basketball	November 15, 2014	February 20, 2015
Soccer	November 15, 2014	February 20, 2015
Royal Knights Cheer	All School Year	All School Year
<b><u>Spring</u></b>	<b><u>Season Begins</u></b>	<b><u>End of Season</u></b>
Boys Volleyball	February 21, 2015	May 8, 2015
Track & Field	February 21, 2015	May 14, 2015
Royal Knights Cheer	All School Year	All School Year

## **SECTION 2**

### **CIF AND CALVARY CHRISTIAN ACADEMY SAN DIEGO ELIGIBILITY**

**1 Corinthians 14:40** – “Let all things be done decently and in order.”

**1 Peter 2:13** – “Therefore submit yourselves to every ordinance of man for the Lord’s sake.”

In the following pages, we have outlined CIF rules that have specific importance to the parent and athlete. CIF eligibility rules apply to all athletes at Calvary Christian Academy San Diego. There is absolutely no leeway in these requirements. It is important that everyone understand the eligibility rules because the penalties that result from nonconformance are necessarily strict. In some areas, CCASD has stricter guidelines than CIF rules. Under no circumstances shall CCASD rules be more lenient than CIF rules. Any situation not specifically covered in this code will be referred to the Athletic Director. The following rules, indicative of the school’s philosophy, are in effect throughout the school year.

#### **CIF – The CIF Requirements**

Calvary Christian Academy San Diego will uniformly meet the standards of eligibility as stated by the Constitution and Bylaws of the California Interscholastic Federation (CIF Green Book).

#### **CIF – The CIF San Diego Section**

The CIF San Diego Section is a voluntary association of public, private, and parochial high schools. The Board of Managers is the governing body. The members of the Board are public school superintendents and private school representatives of 20 school districts and 87 high schools. As one of the ten sections throughout the state of California, San Diego Section encourages and assists high school students through participation in interscholastic athletics, to develop and strengthen values, attitudes, and skills that will promote their personal growth as individuals and as members of a diverse society. The San Diego Section administers and conducts varsity level championship playoffs in 24 sports for the young men and women attending our member schools. The San Diego Section is committed to preparing young men and women for a better tomorrow and to working with parents, educators, and the community to establish and maintain excellent high school athletic programs.

#### **CIF – How to Protect Student Athletic Eligibility**

High school years will be highlighted and enhanced by participation in the school’s interscholastic athletic program. These will be some of the most enjoyable years of life. During this time, the CIF-San Diego Section has standards that must be met in order to be eligible to compete. In addition, there may be local school and league standards that apply.

Information contained in this pamphlet will acquaint you with the bylaws and regulations all students must follow in order to protect athletic eligibility. Any questions concerning the standards referred to in this pamphlet should be directed to the school Principal or Athletic Director.

The eligibility standards of the CIF-San Diego Section have been adopted by the member schools and were accepted by each school when it became a member of the San Diego Section.

Parents and students/athletes are urged to study these standards carefully. We want school years to be enjoyable for everyone.

### **CIF - Residential Eligibility**

A student has residential eligibility upon initial enrollment in:

1. The ninth grade of any CIF high school, a CIF junior high school, or a junior high school under provisions of CIF Bylaw 302, or
2. The tenth grade of any CIF high school from ninth grade of a junior high school, or
3. Upon written application, a foreign exchange student enrolled in any CIF school through a CIF approved foreign exchange program (see CIF Constitution for list of approved programs) may be granted residence eligibility.
4. New CIF rules begin in Fall of 2014

### **CIF – Changing Schools – Transfer Eligibility**

A student may have transfer eligibility provided the student is compelled to move from any school to a CIF school due to:

1. A valid change of residence from one school attendance area to the attendance area of the new school by the parent(s) or legal guardian(s) with whom the student was living when the student established residential eligibility at the prior school, or
2. A ruling by the Board of Education of a school district that has two or more high schools, provided the change of schools is not the result of disciplinary action, or
3. A family decision to transfer the student prior to the first day of the student's third consecutive semester of attendance.
4. New CIF rules begin in Fall of 2014

Students, parent(s) or legal guardian(s) and school administration must declare if the student has had any contact with the new school's coaches, boosters, or administrators. A student transferring to a new school to follow a coach or move to a club coach must document that the move is not athletically motivated.

### **CIF – Changing Schools – Hardships**

If a student changes schools and the parent(s) or legal guardian(s) do not move to the attendance area of the new school, eligibility could be restricted for one year unless qualifying for a hardship. A hardship is defined as an unforeseeable, unavoidable, or uncorrectable act, condition, or event, which causes the imposition of a severe and non-athletic burden upon the student or his/her family. Always check with the school principal or athletic director before changing schools to determine if it will affect athletic eligibility. New CIF rules begin in Fall of 2014

### **CIF – Scholastic Eligibility**

Do not change a course schedule or drop a course without first consulting with the school principal, counselor, or athletic director to determine whether it will affect athletic eligibility. A student is scholastically eligible if:

1. The student is currently enrolled in at least 20 semester periods of work.
2. The student passed at least 20 semester periods of work at the completion of the previous regular grading period.
3. The student is maintaining minimum progress toward meeting the high school graduation requirements as prescribed by the governing board of the school district.
4. The student has maintained during the previous grading period a minimum of a 2.0 grade point average on a 4.0 scale in all enrolled courses.

Incoming ninth grade students must also meet this requirement based on grades in the eighth grade.

## Calvary Christian Academy San Diego – Scholastic Eligibility for Athletes

In order to participate in athletics, cheerleading, etc., students must maintain a 2.0 GPA and be free of citizenship “U’s”.

1. Scholastic eligibility is assessed at each 9-week grading period.
  - A. If the GPA falls below 2.0, the student is placed on Probation for the next 9 week grading period. He/she may continue to participate, but must achieve a 2.0 during the next grading period to remain eligible. The student must meet with an Academic Counselor within the first week of his/her probation.
  - B. If the GPA remains below a 2.0 for the next report card, the student then becomes ineligible in the following 9 week grading period.
  - C. The student will remain ineligible until he/she earns a 2.0 or better for the 9-week grading period.
  - D. Any student who remains ineligible for more than two grading periods will be required to meet with the Principal and Athletic Director to determine whether the athlete may continue to participate in athletics for the remainder of the year.

Students will remain eligible to participate in athletics as long as they have maintained their scholastic eligibility as outlined in “Scholastic Eligibility” of the CIFSDS Green Book: Section 205 A-E. All athletes will have their grades checked on the 15<sup>th</sup> and 30<sup>th</sup> of each month. If an athlete’s GPA falls below 2.0 or they receive two D’s or one F during a grade check, the athlete and his/her parents will be required to meet with the AD. The athlete will not be able to participate in any practices/games until this meeting occurs. If an athlete’s GPA falls below 2.0 or they receive two D’s or one F during a nine-week progress report, the athlete will be put on academic probation for the following grading period (not to exceed 9 weeks). A student who does not meet the above requirements during the probationary period shall not be allowed to participate in interscholastic athletics in the subsequent grading period.

2. Citizenship Grades
  - A. If a student earns a “U” in Citizenship, he/she will be placed on probation for 9 weeks.
  - B. If a student earns a “U” in Citizenship while on probation, he/she will become ineligible to participate in any athletic events for the following 9 weeks. The student must meet with the Athletic Director to determine eligibility for his/her Calvary Christian Academy San Diego activity.
  - C. A student who continually earns unsatisfactory Citizenship grades must meet with the Principal to determine his/her eligibility to remain at Calvary Christian Academy San Diego.

### CIF – Age Limitations

**No student whose nineteenth (19) birthday is attained prior to June 15 shall participate or practice on a CIF team.** For example, a student whose 19<sup>th</sup> birthday is on June 14<sup>th</sup> or before is ineligible for the next school year.

### CIF – Semesters of Attendance

A student who first enters the ninth grade of any school following the student’s completion of the eighth grade in any school may be eligible for athletic competition during a maximum period of time that is not to exceed eight consecutive terms following the initial enrollment in the ninth grade of any school. Eligibility must be used during the student’s first eight consecutive terms of enrollment at that school or any other school.

**CIF – Competing Under an Assumed Name or With a Falsified Address**

Any student who provides false information in order to achieve athletic eligibility will be ineligible in all interscholastic athletic competition for a period of up to 24 calendar months from the date the infraction is verified.

**CIF – Competition on an Outside Team**

A student on a high school team becomes *ineligible* if the student competes in a contest or participates in any way, including practice, on an “outside” team in the *same sport*, during the student’s high school *season of sport*.

**CIF – Undue Influence, Recruitment of Athletes**

The use of undue influence by any person or persons to secure or retain a student or to secure or retain one or both parents/guardians of a student as residents may cause the student to be ineligible for high school athletics for a period of one year and shall jeopardize the standing of the high school in the CIF.

**CIF – Use of Alcohol, Tobacco, and Illegal Drugs**

Students and coaches are prohibited from using any form of alcohol, tobacco, or illegal drugs at the playing site of an interscholastic contest. The penalty is disqualification from that contest. Calvary Christian Academy San Diego considers this a major infraction that could result in expulsion or suspension. Any student found to be involved in the use of the above will be suspended from athletics for the remainder of the year.

**CIF – Student Award Limitations**

A high school student may not receive from any source an athletic award for CIF high school competition of more than \$25 in value. The athletic award may be fifty (\$50) for league championships or one hundred (\$100) for CIF section championships.

When a student participates in other than CIF competition in a CIF approved sport, at any time during the calendar year, the student is governed by the awards rules of the amateur governing body for that sport.

**CIF - Student Participation Conduct Penalty**

Student participation in athletic contests is a privilege. Student-athletes are expected to conduct themselves in an exemplary manner at all times. During participation in all CIF competition, a student who is ejected or disqualified from participating in the remainder of a contest will be ineligible for the next team’s contest. In addition, any student who physically assaults a game or event official shall be banned from interscholastic athletics for the remainder of the student’s interscholastic eligibility.

**CIF – Penalties for competition by Ineligible Athletes**

Athletes who compete for their school in CIF contests while ineligible due to violations of CIF or CIFSDS rules will cause the following mandatory penalty:

1. Team Sports – Forfeiture of contest(s) plus any profit share or transportation reimbursement.
2. Individual Sports – Forfeiture of points and awards earned by the ineligible athlete(s).

### **SECTION 3**

#### **PAPERWORK NEEDED FOR ATHLETIC CLEARANCE**

##### **CIF – Physical Examination**

An annual physical examination or a statement by a practitioner, certifying that the student is fit to participate in athletics is required before a student may try out, practice, or participate in any CIF Interscholastic athletic competition.

##### **CCASD – Clearance Forms for Eligibility**

Athletic clearance is to be completed before trying out for any team. Athletes will not be allowed to try out, or be issued any equipment until all information is filled out completely and turned in. The information consists of:

- A current physical verified by the Physician's signature stating that the student has passed the physical examination. Physical must be June 1<sup>st</sup> of the preceding year (year to date).
- Parent's consent to participate.
- Code of Conduct signed by both student and parent.
- Acknowledgement and signed CIF Ethics in Sports.
- Parent's signature acknowledging Agreement to obey all CIF and CCASD rules and regulations as stated in Section 4.
- Parent's signature acknowledging the Awareness of Risk in Sports as stated in Section 4.
- Parent's signature on waiver indicating insurance carrier and policy number.
- Transportation Waiver form signed by student and parent.
- Acknowledgement of the Scholastic Requirement as stated in Section 2.

##### **IMPORTANT FORMS:**

- 1. Copies of Physical, Parent Consent**
- 2. CIF Ethics in Sports**
- 3. Emergency Card (blue card)**

## SECTION 4

### CALVARY CHRISTIAN ACADEMY SAN DIEGO POLICY AND INFORMATION

**Galatians 5:22-23** - “But the fruit of the Spirit is love, joy, peace, longsuffering, kindness, goodness, faithfulness, gentleness, self-control. Against such there is no law.”

**Colossians 3:23-24** - “And whatever you do, do it heartily as to the Lord and not to men, knowing that from the Lord you will receive the reward of the inheritance: for you serve the Lord Christ.”

#### **Standards for Student, Athlete, Coach, and Fans**

- Be courteous at all times (with school officials, opponents, game officials and fans).
- Exercise self-control.
- Be familiar with all rules of the contest.
- Show respect for players, officials and other coaches.
- Refrain from the use of foul and abusive language.
- Respect the integrity and judgment of game officials.
- Refrain from use of illegal and nonprescription drugs, anabolic steroids or any substance to increase physical development or performance that is not approved by the U.S. Food and Drug Administration, Surgeon General of the U.S., or the American Medical Assoc.
- Win with character; lose with dignity.
- Any student who does not maintain the standards set forth in this section, may be suspended or removed for the remainder of the year from participation in athletics by the Athletic Director of Calvary Christian Academy San Diego.

#### **Calvary Christian Academy San Diego– Awareness of Risks of Injury, Warning, and Agreement to obey instructions:**

Students and parents need to be aware that playing or practicing to play/ participate in any sport can be a dangerous activity involving MANY RISKS OF INJURY. All participants and parents/guardians must understand that the dangers and risks of playing or practicing to play include but are not limited to death, serious neck and spinal injuries which may result in complete or partial paralysis, brain damage, serious injury to virtually all internal organs, serious injury to virtually all bones, joints, muscles, tendons, and other aspects of the skeletal system, and serious injury impairment to other aspects of the body’s general health and well-being. All involved must understand that the dangers of playing or practicing to play may result not only in serious injury, but in serious impairment of one’s future ability to earn a living, to engage in other business, social, and recreational activities. All athletes must recognize the importance of following coaches’ instructions regarding playing techniques, training, and other team rules, etc., and agree to obey such instructions. An athlete may be removed from the team if the coach or Athletic Director feel that participating in a particular sport may increase risk of injury to the player.

#### **Calvary Christian Academy San Diego – Risk of Injury**

Participation in competitive athletics may result in severe injury, including paralysis or death. Changes in rules, improved conditioning programs, better medical coverage, and improvements in equipment have reduced these risks BUT IT IS IMPOSSIBLE TO TOTALLY ELIMINATE SUCH OCCURANCES FROM ATHLETICS. Players can reduce the chance of injury by obeying all safety rules in their sport, reporting all physical problems to their coaches, following a proper conditioning program and inspecting their own equipment daily. DAMAGED EQUIPMENT MUST BE REPLACED IMMEDIATELY. EVEN IF ALL THESE REQUIREMENTS ARE MET, AND EVEN IF THE ATHLETE IS USING EXCELLENT PROTECTIVE EQUIPMENT, A SERIOUS ACCIDENT MAY STILL OCCUR.

### **CCASD – Vacation Policy**

Vacations by athletic team members during a sport season are discouraged. Parents/athletes wishing to do so should reassess their commitment to being an athlete. In the event an absence due to vacation is unavoidable, an athlete must:

- Contact the Head Coach prior to the vacation.
- Be willing to assume the responsibilities and consequences of missing tryouts. Consequences will be at the discretion of the Head Coach. Vacation policies will be reviewed by the Head Coach at the beginning of each season.
- Consequences may include suspension or dismissal from the team.

### **CCASD – Release from class**

Teachers will receive a team roster with the names of all team members at the beginning of a season (updated as needed). Athletes with an early release time should remind their teacher of this before class on the day of the event. Students are responsible for any and all work missed due to an early release. Participants will not be permitted to leave class prior to release time. It is not the teacher's responsibility to make sure that the athletes complete work that is missed due to early release from class.

### **CCASD – Financial Responsibility**

In order to participate in extracurricular activities, students must have all financial obligations to Calvary Christian Academy San Diego paid in full. Failure to pay these obligations may result in the student's ineligibility to participate in a sport. All financial obligations must be met prior to the start of the next season of sport. This includes uniforms which were not turned in by an athlete prior to start of season.

### **CCASD – Equipment and Uniforms**

Athletes should treat all equipment as though it were their own personal property. They must not abuse it. No trades should be made without the approval of the Head Coach.

When players lose uniforms or equipment, they may not take part in any other sport until it is found and returned or paid for in full. Athletes are financially responsible for all equipment checked out to them.

- Athletes must return equipment immediately at the conclusion of a season to avoid any problems with scheduling classes, obtaining credits, or graduation. No athlete will receive his/her grades until all equipment is turned in to the school.
- No athlete will be allowed to play another sport until all his/her equipment is turned in.
- If an athlete quits or is released from the team, he/she must turn in equipment immediately.
- Athletes assume liability for use of own athletic equipment. Uniforms are not to be worn around school or after school unless for game purposes, or previously approved by the coach.
- Only uniforms issued by the Athletic Department will be permitted to be worn for contests, unless a waiver form is completed by student, parent, trainer, and coaches.

### **CCASD – Transportation to and from Athletic Competitions**

It is our policy to transport students safely to and from athletic events. The following procedures are to be followed in order to transport our students in a safe and orderly manner.

- Before the team travels, a **parent consent form must be signed for each and every athlete** on the team. This form must include parental consent, and the travel dates and destinations.

These forms must be given to the Athletic Director, who will then confirm and alert the administration.

- A roster of those traveling on the bus will be in the coach's possession at each time of departure. The coach will take attendance and confirm with the driver prior to departure.
- Upon return, the coach again will take attendance and confirm with the bus driver. Any student not returning with the team must have a signed "**Alternate Transportation Parent Consent Form**". This form must be given to the coach prior to departure. (These forms can be found in the Athletic Director's office. It is imperative that these forms be filled out entirely)
- All athletes will travel by way of vehicle (bus, van, or specific private vehicles) for all away games.
- If for some special reason an athlete's parent or guardian wishes to take the athlete home after a contest, the parents must notify the head coach in advance. The parent must meet the athlete in person after the contest. Private cars may not be used without expressed permission of the athletic director and issuance of a signed insurance form.
- All student athletes must travel with coach or approved drivers to all athletic contests. A parent may not insist on driving his/her own athlete to an athletic contest unless given permission by the Athletic Director. Some reasons for this policy are as follows:
  - A. Coaches may want athlete focused on upcoming athletic event.
  - B. Team unity
  - C. May need to review plays or strategies with the athlete
  - D. Want to insure athlete is on proper time table to be prepared to compete.
- Under certain circumstances, an athlete with a valid driver's license, the approval of the coach, Athletic Director, and with written parental consent/waiver, may drive his/her own vehicle to the contest.
- Good behavior on the bus or van is expected. As a member of a team representing Calvary Christian Academy San Diego, it is the student's responsibility to uphold that reputation.
- During practice and games, athletes are required to remain with the team at all times.
- Any athlete failing to abide by the aforementioned rules may be suspended or removed from the team or athletics.

### **CCASD – Dropping or Transferring Sports**

On occasion, an in-season athlete may find it necessary to drop a sport for a reason. If this is the case, the following procedure must be followed:

1. Talk with your Head Coach.
2. Report your situation to the Athletic Director.
3. Check in all equipment issued to you.

Athletes who drop a sport **must sit out one season** before resuming competition in another sport. An example of this is an athlete who quits the team, which is a Fall sport, may not play basketball, a Winter sport, but must sit out the entire season. This athlete may then be allowed to play softball, a Spring sport.

### **CCASD – Suspension or Dismissal from the Team**

- An athlete that is removed from a team/sport in season due to disciplinary reasons will not be allowed to participate or practice in another Calvary Christian Academy San Diego sport until the end of the regular season of the team from which he/she was dropped (unless given prior permission by the Athletic Director).
- Any athlete involved in a fight will be immediately removed from the field of play and will not participate during the rest of the contest. In addition, he/she will be suspended for an indefinite period of time from competing in future contests. (CIF rule)

- Any athlete suspended from school may not participate in, or attend an athletic event or practice during the duration of his/her suspension.
- Athletes with frequent absences and/or tardies and discipline problems in either the classroom or on the athletic field may be deemed ineligible by the coach, school administration or Athletic Director.

### **CCASD – Quitting, Loss of Eligibility and Athletic Awards**

Any athlete who quits or loses his/her eligibility forfeits all rights to letters and awards that he/she may have otherwise been entitled to receive for that sport.

**Exception** – An athlete who has completed league play and who has already met the minimum requirements for lettering in that sport prior to CIF play, shall retain his/her letter, but will not be able to receive any other type of award (MVP, etc.).

**CCASD – Any athlete deemed ineligible may not participate in, nor practice for any athletic event until the ineligible status has been removed.**

### **CCASD – Awards - Letters and Certificate Awards**

- Letter awards are earned by participating in varsity contests. In order for a player to letter, minimum standards and requirements must be met. Coaches will inform their athletes of their lettering standards at the beginning of their season of sport.
- A letter will be awarded to each athlete the first year he/she Letters. Each subsequent year that the athlete Letters, he/she will receive a bar and certificate.
- There shall be a certificate awarded to any athlete for participating on a Freshman or Junior Varsity team.
- Athletes who quit their teams or are removed from the team by the coach at any time during the season, forfeit any awards they would have received. (i.e., Letters, pins, etc.)

### **CCASD – Scholar Athlete Awards**

Scholar Athlete List. The athletic department will publish a list of Scholar Athletes each year. This list will be comprised of students who have maintained a 3.5 or higher GPA and have earned a letter in one varsity, school sponsored, CIF sanctioned sport. A certificate will be given to each athlete, grade 10 or higher that has maintained scholar/athlete status.

### **CCASD – Conflicts in Extra-Curricular Activities**

(The following policy pertains to events scheduled by Calvary Christian Academy San Diego teams, not outside school team participation)

An individual student, who attempts to participate in too many extra-curricular activities on the CCASD campus will undoubtedly, be in a position of conflict of obligations. The Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities; and to that end, will attempt to schedule events in a manner so as to minimize conflicts. Students have a responsibility to do everything they can to avoid conflicts. This would include being cautious about belonging to too many activities where conflicts are bound to happen. If a solution cannot be found, then the athletic director will make the decision as to whether or not to allow the student to participate in athletics until conflict is resolved. The decision is based on the following:

1. The relative importance of each event.
2. The importance of each event to the student.
3. The relative contribution the student can make.

4. How long each event has been scheduled.
5. Talk with parents

If it becomes obvious that a student cannot fulfill the obligation of a school activity, he/she should withdraw from that activity.

### **CCASD – Conflicts with Outside Teams/ Sports**

Participation in school athletics takes precedence over all other outside athletic activities. If a conflict occurs, ***the CCASD athletic event will come first.*** CCASD athletes need to make sure that their participation in outside teams/sports in no way negatively affects the team on which they are participating, or they may be asked to leave that team.

### **CCASD – Missing Practices**

CCASD athletic teams will usually practice every day, Monday thru Friday (some teams also hold Saturday practices). An athlete should always consult his/her coach before missing practice and leaving campus. Missing practice or a game without good reason will be dealt with according to each coach's individual rules. (Illness or family emergency would be an acceptable reason for missing a practice or game). In any circumstance, however, it is expected that the coach will be notified in advance.

Policy for more than 2 absences during a season:

After 2 absences the athlete will be suspended for a half game.

After 3 absences the athlete will be suspended for a whole game.

After 4 absences the athlete will be removed from the team.

### **CCASD – Tryouts and Team Selection**

In accordance with our philosophy of athletics and our desire to see as many students as possible participate in athletic programs at CCASD, we encourage coaches to keep as many students as they can without compromising the integrity of their sport. Time, space, facilities, equipment, and other factors will place limitations as to the most effective squad and size for a sport.

Tryouts should be held during the first week of the earliest practice date allowed by CIF. Only new students not enrolled at that time will be allowed to join a team after the first practice date allowed by CIF.

All coaches should post their team roster at the end of the first week's evaluation period. Coaches are not required to explain to parents why their son/daughter may or may not have made the team. Criteria that are used by coaches to determine who makes the team are as follows:

1. Commitment
2. Skill level
3. Safety of athlete
4. Attitude
5. Team chemistry
6. Effort

## **SECTION 5**

### **COMMUNICATION AMONG ATHLETE, COACH AND PARENT**

#### **Athlete's Responsibilities**

##### **\* Attendance**

1. Be at all practices and games. Practices begin per CIF guidelines.
2. Be on Time

##### **\* Attitude**

1. Have a positive attitude with team and coaches.
2. Represent Calvary Christian Academy San Diego in a positive manner at all times.
3. Come prepared to be part of the team.
4. Be prepared to make personal sacrifices to help the team.
5. Come prepared to do your best. This includes proper nutrition, sleep, and care of injuries and illness.

##### **\* Communication**

1. Communicate any problems with the coach.
2. If you don't understand something ask the coach. (Remember to be respectful of yourself, your teammates, your coaches, your parents and the fans at all times).

Failure to meet these responsibilities can result in suspension or removal from the team.

#### **Parent Responsibilities**

##### **\* Attendance**

1. Please schedule vacations, appointments, etc., other than during school, practice or game times.
2. Encourage your student/athlete to be on time – don't waste other's time!

##### **\* Attitude**

1. Help your student/athlete to know and understand school and team rules.
2. Help your student/athlete to understand the team concept by explaining and supporting their role on the team.
3. Help your student/athlete to come prepared to do his/her best by encouraging them to be physically and mentally prepared. This includes: proper nutrition, sleep, care of injuries and illness.
4. Help your student/athlete to understand the team comes before the individual.

##### **\* Communication**

1. Use the system of communication that has been set up by the athletic program (See next page).
2. Encourage your student/athlete to communicate appropriately and respectfully with the coach.

#### **Coaches' Responsibilities**

##### **\* Attendance**

1. Provide schedules of all practices and games
2. Communicate any changes in schedule in a timely manner
3. Be on time

##### **\* Attitude**

1. Come prepared for all practices and games
2. Encourage the athletes to do their best
3. Apply all school and team rules to all athletes equally
4. Be professional in all actions and words

### **\* Communication**

1. Philosophy of the coach
2. Expectations of the athletes and the team
3. Location and times of all practices and games
4. Communicate all CIF, CCASD and team rules to athletes and parents clearly
5. Communicate to individual athletes their role on the team
6. Return parents phone calls in a timely manner

### **CCASD – Communication guidelines**

Both parenting and coaching are extremely challenging in today's world. Both groups are under tremendous pressure. We must realize that at the core, coaches and parents have the same goals. By providing these helpful communication guidelines, we believe we can best help our athletes reach their potential and allow them to enjoy participation in high school sports.

#### **Communication you can expect from your athlete's coach:**

- Philosophy of the coach
- Expectations of the athlete and the team
- Location and times of all practices and games
- CIF, Citrus League, CCASD, and team rules

#### **Communication that coaches can expect from parents:**

- Appropriate concerns can be expressed directly to the coaches (see below)
- Specific questions about philosophy or expectations
- Notification of any illness or injuries
- Timely notification of any absences prior to practices or games

#### **Appropriate concerns to discuss with coaches:**

- Treatment of your child (mentally, physically, or verbally)
- Ways to help your child improve
- Concerns about your child's behavior or academic problems

#### **Inappropriate concerns to discuss with coaches:**

- Playing time
- Team strategy
- Play call or substitutions
- Another athlete
- It can be very difficult to accept when your athlete is not playing as much as you may hope. Coaches are professionals. They make decisions based on their training and what they believe to be in the best interest of the team. The coach must take into account all members of the team. As noted in the above lists, certain concerns should be discussed with the coach. Other decisions like the examples on the list of "inappropriate concerns" need to be left to the discretion of the coach.
- Why your athlete has been cut.

**Please follow the protocol and the chain of command if you need clarification or disagree with a coach.**

1. Instruct your son/daughter to privately discuss the issue with coach at an appropriate time. (This teaches maturity)
2. Parents should not attempt to confront a coach before or after a contest or practice.
  - A.) Those can be emotional times for both the parent and the coach
  - B.) Unscheduled meetings do not promote resolution
  - C.) The coach's focus towards their sport will not allow them to adequately communicate with you.
3. Call the school and set up an appointment with the coach.
4. If you are still not satisfied, **please contact the Athletic Director by phone, e-mail, or mail to schedule a meeting.**

## **SECTION 6 NCAA ATHLETICS AND CLEARING HOUSE**

Playing athletics in college can be a very rewarding experience. It can also be a very challenging one where the students involved must be extremely responsible and proactive in gathering the information they need to try out and participate. In order to play athletics in college, especially for a Division I school, you need to fill out the NCAA Clearing House Form. This NCAA Clearing House form is available from your counselor. If you don't complete this form you won't be able to compete in Division I Sports your first year in college.

All student-athletes expecting to play NCAA Division I & II athletics must meet initial eligibility requirements established by the NCAA Clearinghouse located in Iowa City, Iowa. These requirements include a minimum grade point average on 13 approved core courses and a minimum score on a standardized test (ACT/SAT). A student's GPA is calculated on a 4.0 scale that does not include plus or minus points. The sum of the four sub scores of the ACT or the sum of the SAT verbal and math scores are used in the eligibility index.

### **Certification**

To become certified by the NCAA Clearinghouse a student must:

- Graduate from high school
- Earn a GPA of 2.0 or higher on approved core courses
- Earn a minimum sum score of 68 on the ACT or 820 on the SAT (Note: GPA and ACT/SAT scores vary according to the Initial-Eligibility Index)

### **NCAA Clearing House**

The NCAA has established a central clearinghouse to certify athletics eligibility for Divisions I & II. Here are the answers to questions frequently asked by students about what they need to do to participate in college sports under this new process.

### **Why do I need to register and be certified?**

If you intend to participate in Division I or II athletics as a freshman in college you must be registered with and be certified as eligible by the NCAA Initial-eligibility Clearinghouse. Please note that initial-eligibility certification pertains only to whether or not you meet the NCAA requirements for participation in Division I or II athletics and has no bearing on admission on a particular Division I or II institution. To be certified for Divisions I and II, you need to graduate from high school and have a 2.0 GPA in the core curriculum of at least 13 academic courses (as defined by the NCAA) and achieve a qualifying test score on the ACT or SAT.

**When should I register?**

You should register with the Clearinghouse whenever you decide you would like to participate in athletics as a college freshman. It generally is best to register after your Junior year grades appear on your transcript. Although you can register any time prior to participation, if you register late, you may face delays that will prevent you from practicing and competing.

**How do I register?**

You can register online at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) or call (877) 262-1492 to get answers to any questions. Once you register, print a copy of the student release form and bring it to the Registrar's Office. This is important because we need this form to be able to release your final transcript to your college.

**What if I have attended more than one school?**

If you have attended multiple high schools since ninth grade, each school will need to send your official transcripts to the Clearinghouse. You will also need to make copies of the student release form and send them to the counselors at all the other high schools you have attended.

**Are standardized test scores required?**

Qualifying test scores are required for participation at both Divisions I and II institutions. Your scores may be sent to the Clearinghouse directly from the testing agency or the test scores may be taken from your official high school transcript.

**How can I arrange for my scores to be sent directly from the testing agency?**

When you register to take the ACT or the SAT, you can mark code 9999 so that the Clearinghouse will be one of the institutions receiving your scores; alternatively, you can submit a request (and fee) for an additional score report to the appropriate testing agency by indicating code 9999 on your request form.

**What will the Clearinghouse provide to those institutions that are recruiting me?**

The Clearinghouse will send your eligibility status to any Division I and II institution that requires it, provided you have given your permission on your student-release form for the institution to receive that information. Please note that the Clearinghouse will not send your eligibility information at your request; rather, the institution must make the request for that information.

You become a "prospective student-athlete" when you start ninth grade classes. Before the ninth grade, you become a prospective student athlete if a college gives you (or your relatives or friends) any financial aid or other benefits that the college does not provide to prospective students generally. You become a "recruited prospective student athlete" at a particular college if any coach or representative of the college's athletics interests (booster or representative) approaches you (or any member of your family) about enrolling and participating in athletics at that college. Activities by coaches or boosters that cause you to become a recruited prospective student-athlete are:

- Providing you with an official visit
- Placing more than one telephone call to you or any other member of your family
- Visiting you or any other member of your family anywhere other than the college campus

We look forward to your student's participation in athletics at CCASD. We want to glorify Jesus in everything we do at our wonderful school, including sports.

With Jesus' Love,

Dr. Dave Riley, Athletic Director