

ATHLETIC HANDBOOK

SOUTH HAVEN CHRISTIAN SCHOOL

786 Juniper Road

Valparaiso, IN 46385

Office: (219) 759-5313

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- Some of the information is new or updated for the 2010-2011 School Year. Please read and familiarize yourself with it.
 - Parents and students participating in the Athletic Program will be asked to sign a form indicating they have read it, understand it and agree to abide by the information contained herein.
 - If you have any questions, please contact the Athletic Department for clarification.
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Sports Offered

These programs are based entirely on student and parent interest, and coach availability and may be canceled for lack of participation.

Grades 4-8: Volleyball (Girls)

Grades 4-8: Basketball (Boys & Girls)

Grades 4-8: Cheerleading (Girls)

Academic Standards

No more than (1) one D and No F's in any class. More than one D or any failing grade will constitute ineligibility for the remainder of the season as report cards come out with just a few weeks of season remaining. Missing nine weeks of the season would count against any and all participation or other awards.

Volleyball: Due to the time their season begins (before school starts) as well as the shorter length of their season (ends before a report card is issued), the final report card of the previous school year (June) will be the determining factor for academic eligibility.

Basketball and Cheerleading: The first report card of the current year (approximately October 28) will determine eligibility for basketball and cheerleading. Additionally, if a student meets eligibility requirements to begin their season, they will be held responsible for their grades with the next report card (approximately January 18). This is also due to the length of their season (approximately 4 months: November. 1-March 1)

Ineligibility due to grades will begin the day after progress reports and/or report cards are issued and will be in effect for the remainder of that season.

Eligibility

Athletes must be a full-time student and less than 19 years old as of August 1 of each academic year. Normally, any one student is eligible to participate in only one sport *per season* (for example: basketball *or* cheerleading), but not both. However, students may participate in both with special permission from their parents, the two coaches involved and the Athletic Director.

Other students *may be* considered if there is an available slot on a team, all S.H.C.S. Students have had an opportunity to participate if they meet all academic and other eligibility requirements.

Ineligibility: Students determined ineligible due to academic or disciplinary reasons may not attend or participate in practices for the remainder of the season. If a student is waiting for a ride with someone else who is practicing, they must go to the appropriate after school location. Students may not attend additional activities with the team, which includes special team meetings or events during or after school. During games or practices, students may not keep stats, be the "water/towel" person, sit or travel with the team, etc. Ineligible students may attend home/away games but parents are responsible for their transportation, supervision and related expenses. Missed class periods will be counted as unexcused for ineligible students who leave school early to attend games/tourneys without making prior arrangements with the office.

Forms

Forms are available from the main office in the red building, coaches and online at www.shcsonline.com/athletics.htm . *All students desiring to participate on any 4th -8th Grade South Haven Christian School Athletic Team must have the following forms completed and returned to the coach and Athletic Office before they will be allowed to practice or participate in any athletic competition*

Parental Permission and Emergency Information:

All dates and information must be supplied by the parent/guardian and on file before participation is permitted.

Physical: There will be no waivers and no exceptions from physicals. The physical must be performed and form completed by a licensed physician and is good for one calendar year (i.e. Aug. 1, 2010- July 31, 2011). An athlete is ineligible for participation in any capacity until this is current and on file.

Code of Conduct/Athletic Contract: Participation on any S.H.C.S. Team is a privilege, not a right. Each athlete will be asked to sign a Student Athlete Code of Conduct Contract. Failure to follow the tenets of the Code of Conduct may result in suspension from the team or other discipline as deemed necessary.

Athletic Fees

Cost: \$40 per participating student per year that must be paid in full in order to participate in any South Haven Christian School Team. Failure to pay will result in ineligibility until the fee is paid, and forfeiture of all participation credit and other awards.

Due Dates:

Volleyball: 1st Friday in September

Basketball/Cheerleading: 2nd Friday in November

Refunds: Athletes who quit the team, become academically ineligible or are dismissed for disciplinary reasons will not have their Athletic Fee refunded.

Special Circumstances: Any family having more than two children participating in SHCS athletics or who have difficulty in meeting this one time payment, please contact the Athletic personally before the due date so arrangements may be made. Other circumstances may be considered on a case-by case situation.

Cut off Dates for Teams

Volleyball: September 1, 2010 (1st game September 13, 2010)

Basketball & Cheerleading: November 5, 2004

Students new to South Haven Christian School after these dates may be considered for a tryout at the discretion of the coach if there is room available on the team and the student meets academic and eligibility requirements.

Tryouts:

If the number of students wanting to play exceed the number of places available on a given team, then tryouts may become necessary. During a tryout, coaches will select players according to their skill level (based on specific measurable criteria) *not* necessarily by grade level.

If a higher team does not enough players to form a team, or at the request of the school board open tryouts will be held to determine which younger players qualify to move up to the higher team from a lower grade level. At the agreement of the player, the player's parents, both coaches, and the athletic director, the player may choose either to become a member of the higher team exclusively or to play on both teams.

If a younger team does not have enough players to form a team, younger players may be allowed to play on a higher-level team, selected by tryouts according to the procedures outlined earlier. (See Tryouts)

Any student who does not meet tryout requirements may still be eligible to play on a lower team (i.e. Junior Varsity). In the event that a lower team does not exist (due to lack of a coach, for example) students may not be able to participate until the situation is corrected.

Younger Players on Older Teams

From time to time, younger players are asked to fill out the roster for older teams, especially as Association of Christian Schools International Tourney time approaches. This occurs due to injury, illness, or loss of players for other reasons. Players with higher skill levels should have more game playing time than those with fewer skills. This does not mean that younger or less skilled players cannot have significant playing time during games. Understandably, older players will usually have a higher level of athletic skill than younger players.

A younger player may be eligible to move up to a higher-level team if the coaches from both teams involved are in agreement.

When the coaches are in agreement, the parents make the final decision. The player would then be considered as a member of the higher-level team.

If the coaches are not in agreement, the player **may** still participate on both teams, with parental consent. However, the younger level team will be his/her first priority.

Remember that our goal is unity, and younger or less skilled players deserve both practice and game time to help improve their skill levels and build a balanced team. Younger players should join a team with the expectation that they may need to learn physical and leadership skills before they have more game playing time.

Injured players are still a part of the team and still need to participate in practices and games as their injury permits. They can keep stats or assist the team in other ways until their injury is sufficiently healed

Practices

Volleyball: Conditioning begins late July. Practices begin approximately August 1

Basketball & Cheerleading: Conditioning begins middle-late October. Practices follow in early November. Dates will be announced.

Conditioning: Any student planning to participate must meet the coaches' conditioning times and requirements. Exceptions are made for those participating on South Haven Christian School volleyball teams at the time conditioning takes place.

Days: Monday, Tuesday, and Thursday & Friday

Schedules: Schedules are distributed to the teams in advance. They are also available on the Bulletin Board in the Red Building.

Times: The length of practices varies by sport and gym availability Varsity Teams are generally scheduled for the earlier practices as many of them also work part-time in addition to school and athletics.

Grades 5-8 @1-1½ hours

Cancellation of Games and Practices

Cancellations sometimes occur without much notice. Every effort will be made to inform the students regarding last minute changes/cancellations as early as possible. Signs will be posted and announcements will be made as far ahead as possible. In the event school is dismissed early (for snow, for example) or is cancelled, games and practices are cancelled. Any known game changes are published weekly in *The Connection* and given to each team as time allows.

Uniforms and Equipment

Uniforms/Warm-ups are not to be worn for P.E. or any activity other than regularly scheduled games. Exceptions are occasionally made for Spirit Week or other special events. You will be advised when this is permitted. You are responsible for all equipment/uniforms issued to you. If you notice a problem with either, notify the coach immediately so repairs may be made if needed and possible. You will be charged the full replacement cost for any equipment/uniform that is lost, damaged or stolen.

Braces: Athletes must supply their own braces, athletic tape, etc. for chronic or recurring conditions.

End of Season: All *school-owned* uniforms must be returned by the announced deadline at the end of the season.

Dress Code

General: The appearance and grooming of every South Haven Christian School athlete should be consistent with the guidelines in the School Handbook.

Game Days: Your coach will advise you which game days will be designated as dress up days.

Guys: Dress pants, shirt, & tie or pre-approved team attire.

Gals: Dress skirt, pants & Blouse or Dress or pre-approved team attire.

Game Scheduling

It is our intention to offer as full of a season as possible for all of our teams. Scheduling begins as early as March of the previous school year, sometimes as long as two years previously and continues even as the season is in progress.

Many things are taken into consideration when scheduling games. Some schools (Christian, private or public) do not offer a sport for a corresponding team here, or if they are members of the Indiana High School Athletic Association (which regulates age levels for teams as well as other things), our teams may not be able to play all our players or at all.

Schedules

Schedules are distributed to the coaches on a regular basis and are also available on the athletic bulletin board in the red building and are printed in the weekly newsletter, *The Connection*. Each coach receives more than enough copies for each team member. If you don't receive a schedule, have your child check his/her desk, locker, backpack etc.

Sometimes, it is the child who is not fulfilling his/her job of bringing this home. If there are not any in the rack, please contact the Athletic Office.

Games and School Day Attendance

Athletes must attend school the entire day on game days (or on a Friday for Saturday games) in order to be eligible to participate. If they are too sick to be in school, they are too sick to participate in athletic events.

Special Circumstances: The Athletic Director and Administrator will consider the eligibility of players under special circumstances or for days that have less than seven class periods. This includes seniors who attend South Haven Christian School half-day as their regular schedule. Seniors who attend South Haven Christian School half-day as their regular schedule (who attend college or work the other half) are still responsible for attending at least four class periods.

Teams leaving school early for a contest: It is the responsibility of the player to obtain and hand in any and all homework, class assignments and tests **before the date** you leave early or make arrangements with each teacher in advance. Teachers have the authority to deduct grades or whatever they deem necessary for players not following through with this requirement.

Home Games

Admission: Adults \$2.00 Senior Citizens and Students (Kdg-College) \$.50 Families \$5.00. Persons must live in the same household to be considered a family. Home tournament and away game admission prices will vary.

Supervision of Siblings: Parents are responsible for other siblings who are attending home or away games. Students are not allowed to roam the gym, hallway, lobby, foyer, outside or other buildings. They must remain in the gym under the direct supervision of their parents.

Parental Participation for Home Games

Opportunities: Admissions, concessions shopping, scoreboard operators, statisticians, set-up before games, clean up after games, wash uniforms, etc.

Parents are expected to work 5 home games during your child's season. Each family will be given a form where you may indicate your preferences to of times and dates work You will not be scheduled to work during your child's game unless that is your preference. You will not be charged an admissions fee anytime you work during a game. If you are the team "Mom" (washing uniforms), scorekeeper or statistician on a regular basis, you are not required to work home games but we will gladly accept your help.

Parents may also elect to pay **\$50 per season in which they have children playing** if they choose not to work the required number of home games.

Clean up: Please plan to stay for a few moments following your child's home game to assist with general clean up (picking up trash from bleachers, floors, etc.)

Substitutes: You may find someone to work your required games for you. However, you must supply their name and phone number and dates to the Athletic Department in advance. Don't just drop your responsibility. Find a sub and let us know who it is.

Special Circumstances: Please contact the Athletic Department personally if you have extenuating circumstances, which prevents your family from completing this requirement.

Failure to participate: Failure to pay the fee or work the required number of games per season will be treated as any outstanding fee to the school affecting pre-enrollment, graduation diplomas, transcripts, etc. (See South Haven Christian School Parent/Student Handbook)

After All Home Games

All teams participating (players and cheerleaders) are required to assist with cleaning their bench area, locker room and those of the visitors. This involves, picking up trash, cleaning/wiping up spills, lights out, doors closed, moving desks back, making sure classroom is ready for next game/school day. This should only take about 5-10 minutes if everyone WORKS at it. Last team(s) of the day will also assist with the gym area (bleachers, playing floor, foyer, etc.)

Away Games

Most of our games are within a 40-mile radius; we have a few that are farther away. *In general*, we try to schedule games further than this on Friday nights or Saturdays only. Sometimes this is not possible, but we do our best to keep it this way. Team members are to travel with the team unless prior arrangements are made with the coach. Maps/driving directions are distributed to the coaches and are also available on the athletic bulletin board in the red building.

Overnight Tournaments:

Costs: for lodging and food are in addition to the Athletic Fees and are the responsibility of the student/parents.

Supervision: There will be an adult in each room. Extra chaperones are needed and welcomed. The students will be well supervised (no mixed groups in motel rooms, adult controlled T.V.)

Transportation

Teams are to ride together to and from away games. Players must return from the away game in the vehicle in which they rode to the game. The only exception is if the parent decides to drive their child. The parent must inform the coach of this personally. For example, a student rides to the game with a coach; the parent meets the team at the game and wants to drive their own child home from the game. The parent must inform the coach of this in person.

Mixed groups (boys and girls) are not to ride together to or from away games unless this involves siblings if the parent of the siblings is driving. Boyfriends/girlfriends are not to drive or ride together either to or from away games. The student is to remain with the team or their parent.

Coaches/Adults may not drive players of the opposite gender to or from away games without another adult present in the vehicle at all times. This is with or without parental consent. The only exception would be if the coach were a parent or relative of the student. No students/siblings other than team members are to be driven by coaches or other adults unless they are the parents.

Carpooling: A seatbelt is required for each occupant. Parents will generally be expected to transport their son or daughter to and from practice and games. While most players carpool with other S.H.C.S. parents or the coaches, do not assume that your son or daughter will automatically be taken to a game. Since many parents simply *cannot* drive to games because of their work schedules or lack of a vehicle, it is imperative that parents volunteer to drive when they can. If a team does not have enough drivers for a game, the coach will take only the starters and any additional players for which there is room.

Discussing Concerns

Please discuss your concern only with the person with whom you have a concern.

Please do not approach the coach after a game unless the coach requests this. These can be busy and emotional times for both the parent and the coach and this period does not promote objective analysis of the situation. Contact the coach at a reasonable time and in a reasonable manner.

What to do if the above procedure does not resolve the situation: Call and set up an appointment to meet with both the Coach

and the Athletic Director. If you are not willing to follow these procedures, then please drop the matter completely. Do not discuss it with anyone else.

Fundraising

Initiating a fundraiser: Any and all fundraisers must be submitted in writing and given to the Athletic Director for approval or denial, under the advisement of the school board. **Participation:** Each team member benefits from the proceeds so we expect each team member to participate in team fundraising activities.

Awards

Eligibility: Players who are in good standing with their team and who have attended 80% of practices and games, and have their athletic fees paid will receive the following participation awards based on their years of participation at South Haven Christian School *regardless of the team on which they participate*. If a student participates on more than one team per year they will need to choose which sport they want for their pin or medal.

Specialty Awards may include Character and Statistic Ribbons

Captain Star/Pin: Given to all team captains who have displayed Christian character, good leadership qualities, and respect. A person who has a "take charge" attitude and a high level of commitment

Sportsmanship & Character: Given to one player from each team who is a consistent example of Christian character and good sportsmanship.

Distinguished Player: Given to one player from each team has displayed Christian Character and has made marked improvement in skills and/or attitude. This player gives their best effort and complete commitment.

MVP (Most Valuable Player): Given to one player from each team who displays Christian character and attitudes, who shows respect to others. This player is a leader who develops teamwork and who gives their best effort even under extreme competition. This player exhibits exceptional skills and makes key plays under pressure. This is the player that is most missed by the coach and team members if not playing in the game.

Hall of Fame: Only senior athletes are considered. The recipient is chosen by a consensus of coaches, high school teachers, guidance counselor and athletic director. *This award may not necessarily be presented annually if senior athletes do not meet the requirements.* This award is based on the following: Number of years of service to South Haven Christian School; Number of teams they have participated on; Special athletic achievements (All-Tourney teams, etc.); Academics and other special Achievements; School spirit, and attitude/character (i.e.: respect for authority, team members). This plaque remains on display in the trophy case.

Yearly Participation Awards

Alternative awards for high school are presently under consideration.

Middle School: (Gr. 5-8)

1st year: Ribbon and Certificate

2nd Year: Pin and Certificate

3rd Year: Medal and Certificate

4th Year: Plaque and Certificate



2010-2011 CALENDAR

**This calendar is subject to change.
Updates will be announced as soon as possible.**

VOLLEYBALL SEASON @September 13 – October 21

September 13 - Portage Christian School at SHCS – 4 PM

September 20 – Emmanuel Baptist Academy at SHCS – 4 PM

October 4 – SHCS at The Courts (Portage Christian School) – 4 PM

October 7 – Landmark Christian School at SHCS – 4 PM

October 14 – Victory Christian School at SHCS – 4 PM

October 18 – SHCS at Emmanuel Baptist Academy – 4 PM

October 21 – Victory Christian School at SHCS – 4 PM

BASKETBALL & CHEERLEADING SEASON:

@ **October 25 – January 28**

November 11 – SHCS at Landmark Christian School – 4 PM

November 16 – Emmanuel Baptist Academy at SHCS – 4 PM **(BOYS)**

November 23 – Nativity at SHCS – 5 PM **(BOYS)**

November 29 – Portage Christian School at SHCS – 4 PM **(BOYS)**

November 30 – Trinity Lutheran at SHCS – 4:30 PM

December 7 – SHCS at Emmanuel Baptist Academy – 4 PM **(BOYS)**

December 9 – Demotte Christian School at SHCS – 4 PM

January 4 – SHCS at Demotte Christian School – 4 PM

January 6 – Aspire Middle School at SHCS – 4 PM

January 11 – Landmark Christian School at SHCS – 4 PM

January 13 – SHCS at Trinity Lutheran – 4:30 PM

January 28 – SHCS at The Courts (Portage Chr. School) 4 PM **(BOYS)**

NOTE – additional games for the girls are being scheduled.

Coaches' Section

Eligibility

Any adult who wishes to coach or assist must obtain, complete and return a Coaching Application. These are available from the Athletic Office. Once the application is returned, the application will be submitted to the School Board. An interview will be set up at a mutually convenient time. Final decision for accepting a coach rests with the School Board.

Code of Conduct/Contract

We have high expectations of our coaches as representatives of our school and examples to our students.

Each coach needs to read, sign and return the Coaches Code of Conduct and Contract within the first week of practice. This lets us know that you have actually read the Handbook and agree to follow the practices, principles and procedures found in this book. The primary goal for our department is UNITY. This handbook is one attempt to facilitate this. If we are consistent with the rules and procedures, it will be easier to understand what to expect from each other and the students. The better we can work together as a team, the easier it will be to avoid and solve problems.

Discipline

Be firm, be fair, and be consistent. Explain what behavior is acceptable and what isn't; how each individual's behavior affects the team and program as a whole. Reward behavior that leads to successful performances. Get the athletes to believe that rules are important. Modify inappropriate behavior individually but stress continually that you are operating under the premise of what is best for the team and the program. Be prepared to give logical consequences for violation of rules. Inform what rule has been violated and the consequence.

Forms

These are to be with you anytime you are with your team. Please take a moment to see that parent or guardian has filled out all areas correctly before allowing any participation.

Please be very strict about this. No form, no participation.

The Athletic Director will check with you on a regular basis to make sure this is done. Originals will be returned to you once copies are made for the Athletic Office.

Permission: This contains all the emergency information you might need in event of an injury. This allows you to administer Tylenol, etc. in the event of injury or pain when the parent is not present to give verbal permission or they cannot be reached by telephone. Without this form or verbal permission from parent, no medication is to be given.

Physicals: No form, no participation. Period. The Athletic Director will keep you informed concerning this.

Rosters Please fill this out; make a copy for the Athletic Office.

Accident Forms Personally look at all injuries. Form must be filled out and returned to the Athletic Office within 24 hours (or next school day if weekend/holiday). Do not make a diagnosis. Simply state what happened and what you did in response. A copy will be sent to parent and one will go in our file.

Uniforms Procedure

Start of Season

Please call in advance to obtain box. If you cannot store the box at home, bring it back to the Athletic Office and it will be stored in the gym attic until the end of the season.

During the Season

Find a team mom to wash and bring uniforms for team competitions. Periodically inspect uniforms for needed repair. Inform Athletic

Department of uniforms needing repair. Wash uniforms in cold water and hang/line dry. Drying in dryer may cause the numbers to come off.

End of Season

Inspect all uniforms. Ones need repair separate and give to Athletic Dept with a note indicating what needs to be fixed.

Uniforms are to be returned in their box, folded neatly and sorted by jerseys, shorts and color. Do not send in on hangers. You will be called to come get them and have it done correctly we simply don't have the time to do this for each team.

Tryout Policy

Choosing the members of the various teams is the responsibility of the coach. Before tryouts begin, coaches will provide team information to all candidates and pass them out at conditioning.

Information to include:

Length of tryout period

Distribution of practice and game schedules. Explain the amount of commitment that will be needed

Clear notification that tryouts are based on performance during the selection period.

Objectives used to select team members Number of team members that will be selected and criteria involved in selection of positions needed.

Lowering the numbers Team rosters will not be posted. Coach is to meet with each player individually to discuss strengths and weaknesses and reason for not being selected. Coach will discuss options or alternatives for those not chosen for the team. (manager, for example).

Practices

Attendance Please keep an accurate record of attendance and participation. This not only counts for awards and participation, but also should be used as an indicator of commitment. It is understood that each coach has his/her own philosophy regarding practices. However, if you have players who do not come to practices without informing you ahead, who do not have a valid excuse or who do not put forth effort, they should not start, regardless of ability. As a part of their team experience, they need to learn that commitment is important. If they learn they can skip practice or "goof off" and then still start, they have learned that commitment and hard work are not necessary. It is also discouraging for those who faithfully come and work and then sit the bench. It's a tough lesson for everyone, but sometimes that's how we learn best.

Practice Plan: Be sure you write everything down you plan to do as well as changes you made and keep a copy of this. This not only keeps practices organized and focused but will serve as a record in the event of an injury. **Start on time and end on time.**

Injured Players: Injured players are still a part of the team and still need to participate in practices and games as their injury permits. If the injury is such that active participation is not permitted, they can keep stats or assist the team in other ways until their injury is sufficiently healed.

Unauthorized students in gym: If any student is in the gym during your practice that does not belong there, write down their name and inform the Athletic Office. It is YOUR practice time. No one but YOUR team should be in the gym.

If yours is the last practice of the day or there is a significant time between practice, be sure lights are out, doors locked, etc.

Games

Attire: Appropriate Christian attire. Be neat and modest. Check parent/student section for general guidelines. No shorts or T tops.

Scorekeeper/Stats person: Find a parent or your assistant coach for these jobs. Train them if needed. We'll provide a scoreboard operator for home games.

Ejections from Games: In the event the officials eject a player during a game, the coach is to review with the player the reasons for the ejection. The coach may administer discipline as deemed necessary. In

the event the officials eject a coach during a game, the Athletic Director is to be notified and the matter will be reviewed.

Home Games Clean up: Each team is responsible to clean their locker room and assist with clean up of visiting team locker rooms. Everyone working together makes this task take less time (around 10 minutes) than if one or two people have to do it all. Locker room must be clean, restored to good, useable condition before you leave, this includes: Empty garbage, empty any liquid container that has liquid in it/throw away, move desks/chairs back in place, lights out, doors closed. Bench area: pick up all personal belongings, trash, and line-up chairs. Wipe up any spills.

Locker Room Expectations (Home & Away): No roughhousing of any kind. Leave the locker room at least as clean as you find it. For home games, teams will assist with cleaning not only their locker room but the visitors as well. It will only take a few extra minutes.

Transportation

Teams are to ride together to and from away games. Players must return from the away game in the vehicle in which they rode to the game. The only exception is if the parent decides to drive their child. The parent must inform the coach of this personally. For example, a student rides to the game with a coach; the parent meets the team at the game and wants to drive their own child home from the game. The parent must inform the coach of this in person.

Mixed groups (boys and girls) are not to ride together to or from away games unless this involves siblings if the parent of the siblings is driving. Boyfriends/girlfriends are not to drive or ride together either to or from away games. The student is to remain with the team or their parent.

Coaches/Adults may not drive players of the opposite gender to or from away games without another adult present in the vehicle at all times. This is with or without parental consent. The only exception would be if the coach were a parent or relative of the student. No students/siblings other than team members are to be driven by coaches or other adults unless they are the parents.

Carpooling: A seatbelt is required for each occupant. Parents will generally be expected to transport their son or daughter to and from practice and games. While most of the players carpool with other South Haven Christian School parents or the coaches, do not assume that your son or daughter will automatically be taken to a game. Since many parents simply *cannot* drive to games because of their work schedules or lack of a vehicle, it is imperative that parents volunteer to drive when they can. If a team does not have enough drivers for a game, the coach will take only the starters and any additional players for which there is room.

Away Games

Transportation: It is your responsibility to secure drivers. Inform team of departure/arrival back at school times. If you do not have enough parents willing to drive, then you may take starters only plus however many additional players you have room for.

Early Departure: Plan ahead: If your team must leave before school is dismissed or they will not be here during the day, we need to inform the teachers no less than **a week ahead**. The Athletic office will assist in this but we must know far enough ahead. Your team members are responsible for obtaining missed work as well as turning in work that is **due before they go**, unless other arrangements are made with each teacher involved.

Eating Out: Inform team of any meals that will be eaten out along with approximate cost several days in advance so parents/players can take this into consideration and prepare for it.

Overnight Tournaments: Enlist the help of other parents as chaperones. There will be an adult in every room in which there are players. There will be constant adult supervision in every area of the

motel, (pool, lounge etc...) No mixed gender groups in motel rooms. The adult will control the TV with extreme care taken as to what is watched.

Supervision

A coach must be present at all games and practices. You are responsible for your players from the time they arrive until the time they leave, whether at practice or home/away games.

Encourage your players to come on time but not early unless you can insure their supervision by you, your assistant, or a parent. Do not assume that someone else will do it. Individuals are not to be given permission to use facilities for activities such as shooting baskets, running laps, volleyball serving, etc. A coach must directly supervise all activities.

Coaches must stay until all players have left. It does not matter if your players are all 18 yrs. old and legal adults. You or your assistant must remain at the school until each player has left the property, particularly after practices.

If you have players who are not picked up in a timely manner, talk to the parent. If this continues to be a problem, give a logical consequence. If it still persists, contact the Athletic Dept.

Equipment/Supplies

Purchases: Do not initiate any purchases without prior consultation of Athletic Office. Without prior approval, you will be liable for purchase and payment.

Student Purchases: If any uniform, equipment, supplies, etc. are to be paid for by students, the coach immediately becomes responsible for collecting any money, accounting for these funds and making a timely payment.

Team Equipment: The coach must account for the use of all supplies, equipment, uniforms and therefore take responsibility for any items that are lost or stolen and detail these items.

End of season: Prioritize your "wish list" with prices if possible. No promises you'll get these, but it gives us something to look at and work for.

Please turn in the following within two weeks of last game: unless prior agreement made with Athletic Office.

Building Keys issued to you (unless you are an employee of South Haven Christian Church or School)

Uniforms/Warm-ups

Balls/Ball Bags/Medical Kits/Scorebook: You may keep this until you turn in your awards forms.

Next Year Plans: Inform Athletic Office whether you plan to return or not. Obtain, complete and return new Coaching Application.

Awards Forms Due Dates

Volleyball: Trophies Last Monday in October

Volleyball Ribbons: 2nd Monday in November

Basketball & Cheerleading: Trophies: 3rd Monday in March

Basketball and Cheerleading: Ribbons 2nd Monday in April

Awards Night Procedure

Introduce coaching staff, including volunteers.

Acknowledge work of managers and statisticians, parents who went the "extra mile"

Participation Awards: Introduce team: 1st year players, 2nd year, 3rd year, etc...

Ribbon Awards

Trophy Awards

Be sensitive to players not earning major awards. Be sure to compliment all on contributions made to the team/ effort.

Watch your time! Some evenings we have as many as 6 teams. If everyone takes 20 minutes, we'll be here all night! Yes, your team is important but so is everyone else's 😊



LIFETIME LESSONS LEARNED FROM SPORTS PARTICIPATION

1. HOW TO WIN AND LOSE

Throughout life, everyone must deal with success and failure. The early training many students receive through school sports affects how they accept and react to good and bad events as adults. If winning is constantly flaunted—if defeat is always someone else's fault—then school athletics are poor training ground for helping kids develop sound reactions to all types of success and failure.

2. HOW TO COMPETE

Most individuals and teams enter competitions hoping to win; what they should learn is how to put forth their best efforts. Teaching students to make an effort gives them a competitive edge for life's later "contests."

3. HOW TO COOPERATE

In any team sport, individuals not only need to be the best they can be, but they also need to know how to work together successfully. Learning cooperation is the first step toward understanding that group effort often is necessary to achieve productivity and success as adults.

4. HOW TO PARTICIPATE

Too often, people sit and watch—whether the game is in the gym or on television. Participation in sports and fitness programs, especially beginning in elementary school, can help kids establish a pattern of good physical fitness.

5. HOW TO WORK TOWARDS A GOAL

To be good at anything requires practice, when student athletes continually work to improve athletic skills, they should learn that any skill could be improved by continued work. Individual potential varies, of course, but learning how to reach potential is an acquired skill.

6. HOW TO DEVELOP SELF-DISCIPLINE

Practice makes perfect, but self-discipline keeps practice consistent. Discipline in school sports helps teach young people that, to a large extent, they control how much they achieve.

7. HOW TO SACRIFICE

Being a team player involves learning to put the team first. It also involves learning to set priorities and deciding how much time and effort are needed (as well as how many other pleasures and activities must be forgone) to reach a goal.

8. HOW TO DEVELOP NEW SKILLS

The team sports skills students learn in school cannot always be used later in life. They can, however, teach kids how to experiment to determine which skills they might be able to use later—including individual sports that can provide a lifetime of healthy physical activity.