

# MARYVILLE CHRISTIAN SCHOOL



## ATHLETICS

### 2019 - 2020 HANDBOOK

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# ATHLETIC DEPARTMENT HANDBOOK

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## ***INTRODUCTION***

The Maryville Christian School Athletic Handbook is intended to provide specific guidelines concerning the administration and everyday operation of the MCS Athletic Department. The policies and procedures outlined in this handbook are essential for successful growth, efficiency, and quality in MCS athletics.

### ***1.0 PROGRAM OVERVIEW***

#### ***1.1 MISSION***

The mission of the MCS Athletic Department is to promote the inherent value interscholastic athletics offers to student-athletes as part of the overall educational experience and to inspire a team of athletes, coaches, and parents to honor God through the development of Christian leadership in athletic competition.

#### ***1.2 PROGRAM PHILOSOPHY***

The philosophy of the MCS Athletic Department is honoring God with our competitive spirit in our desire to excel. A dynamic athletic program is important to the educational development of students. It raises school spirit and develops school unity. The MCS Athletic Department is an extension of Maryville Christian School. It is our goal to be consistent with the general objectives of the school. We strive to recognize and take advantage of the unique relationship we have with student-athletes as we minister, coach, and lead by Christian example in developing students physically, mentally, socially, and spiritually.

***THE MCS ATHLETIC PROGRAM IS A COMPETITIVE PROGRAM AND SHOULD NOT BE CONFUSED WITH OTHER PROGRAMS SUCH AS UPWARD, OUTWARD, OR PARKS AND RECREATION. NO MINIMUM PER GAME PLAYING TIME OR MINIMUM NUMBER OF GAMES IN WHICH ATHLETES MUST COMPETE ARE ESTABLISHED. PLAYING TIME DECISIONS ARE LEFT UP TO THE HEAD COACHES OF EACH RESPECTIVE TEAM. ALL PROGRAMS ARE EVALUATED AND MONITORED BY THE ATHLETIC DIRECTOR ON A CONTINUAL BASIS.***

Participation in the MCS Athletic Program carries with it responsibilities to the school and each respective team. The student-athlete, parent, coach, Athletic Director, administration, and staff will work together in promoting to all stakeholders that participation in the MCS Athletic Program is a privilege and an honor, not a right. The athletic field and court are classrooms where teaching is foremost in the development of character, integrity, sportsmanship, school spirit, and teamwork.

### 1.3 GOALS

1. To make sure all our athletes understand that their identity is not found in their athletic achievements nor any achievements outside of their relationship with Jesus Christ.
2. To promote the Biblical definition of winning by:
  - a. Doing our best for God’s glory and showing His love regardless of the outcome. Humble in Victory, Gracious in Defeat. **“Whatever you do, work at it with all your heart, as working for the Lord, not for human masters,” Col 3:23**
  - b. Succeeding on the scoreboard, but not at the expense of our relationship with Jesus Christ. **“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.” I Corinthians 9:24-25**
  - c. Acknowledging God in all areas (win or lose) and leaving the results in His hands. **“Rejoice always, pray continually, give thanks in all circumstances; for this is God’s will for you in Christ Jesus.” I Thessalonians 5:16-18**
  - d. Praying for His guidance in striving to be a winner the right way. **“Similarly, anyone who competes as an athlete does not receive the victor’s crown except by competing according to the rules.” 2 Timothy 2:5**
3. To involve the student body, parents, and staff in developing school spirit and unity.
4. To maintain a clear Christian testimony through words and actions to opposing teams, officials, and the community.
5. To develop the physical abilities God has given to each individual athlete.

## 2.0 GENERAL PROGRAM INFORMATION

### 2.1 PROGRAMS OFFERED

Sports listed below will be offered dependent upon student interest.

SPORT	ELEMENTARY (4-5)	MIDDLE (5-8)	HIGH (9-12)
BASEBALL	N/A	N/A	SPRING (8-12)
BASKETBALL	BOYS - WINTER GIRLS – WINTER (IF ENOUGH INTEREST)	BOYS - WINTER GIRLS - WINTER	BOYS - WINTER GIRLS - WINTER
CHEERLEADING	N/A	BOYS - WINTER GIRLS - WINER	BOYS – WINTER GIRLS - WINTER
FLAG FOOTBALL	N/A	COED - FALL	N/A
SOCCER	N/A	COED - SPRING	GIRLS – FALL BOYS – FALL/SPRING
SOFTBALL	N/A	N/A	SPRING (8-12)
VOLLEYBALL	N/A	GIRLS - FALL	GIRLS - FALL

## **2.2 ATHLETIC LEAGUE GOVERNING BODIES**

The athletic teams at MCS are governed by differing governing bodies depending on the level. Our rosters must meet the requirements as mandated by each respective governing body in order to participate in regular season and tournament play.

### **A. ELEMENTARY SCHOOL**

**BASKETBALL - BLOUNT COUNTY LEAGUE** - The Blount County league mandates that teams can have no more than 13 players per team. Coaches may choose to take fewer players, but must consult with the Athletic Director before doing so. A season is made up of approximately 10 games between the end of October and early December and includes a post-season tournament.

### **B. MIDDLE SCHOOL**

**BASKETBALL, VOLLEYBALL, SOCCER, AND FOOTBALL - KNOXVILLE INDEPENDENT SCHOOLS LEAGUE** – The KISL is a league of Knoxville area private schools who partner together to provide quality athletic competitions and post-season tournaments. The KISL determines admission to games as well as provides awards for individual athletic excellence.

### **C. HIGH SCHOOL**

**1. BASKETBALL, SOCCER (FALL), VOLLEYBALL, CHEERLEADING AND BASEBALL- TAPSA (TENNESSEE ASSOCIATION OF PRIVATE SCHOOL ATHLETICS)**

**2. GIRLS SOCCER (FALL), SOFTBALL, BOYS SOCCER (SPRING) - NONE**  
The Girls' fall soccer team, the softball team, and the Boys' spring soccer team are not regulated by a particular governing body but do follow the guidelines as related to practices and game schedules outlined by the TSSAA.

## **2.3 COMMUNICATION**

### **A. ATHLETIC DEPARTMENT CHAIN OF COMMAND**

1. MCS Board of Directors – Responsible for policy and supervision of MCS
2. Administrator – Oversees the total school program including athletics and extracurricular activities
3. Athletic Director – Administrates and supervises the Athletic Program
  - 3a. Administrative Assistant to the Athletic Director/Point of Contact
4. Head Coaches – Oversees their specific sport including instructing the team, conducting practices, developing systems of play, etc.
5. Assistant Coaches – Assists the Head Coach with all responsibilities

\*All parties must meet with the level directly above them before contacting a higher level. For example, a head coach should meet with the Athletic Director before contacting the Administrator.

## **B. INFORMATION UPDATES**

The Athletic Department will make every attempt to communicate with parents and students in a timely manner. All questions pertaining to practice and games should be directed to the team coach. Game schedules are posted online at Dragonflymax.com and the school's website along with any notes concerning early dismissal times.

Schedules will change. This is the nature of athletics. Inclement weather, logistical issues with the opposing team, school conflicts, etc. will often change start times or cancel games altogether. The following protocol is followed when changes are made:

- a. Contact Coaches
- b. Contact Parents
- c. Contact Office
- d. Update DragonFlyMax.com and the school's website
- e. Athletic Instagram

## **C. COACHES, PARENTS, AND TEAM COMMUNICATION**

Coaches are expected to communicate personal philosophy, team goals, player requirements, expectations, and practice information at the mandatory team meeting. They will continue communication throughout the season and often beyond the season.

Athletes should contact a coach if a problem or concern arises and before a parent schedules a meeting with the team coach. All parent meetings with the coach should include the athlete unless the meeting is to discuss misconduct or inappropriate behavior by the coach. Parents should never go to the Athletic Director unless the coach has already been contacted and the issue is not resolved. Parents will be redirected back to the coach if this step has been skipped.

## **2.4 TRAVEL**

Parents are responsible for transportation arrangements. The drivers of the vehicles are responsible for safely transporting athletes. Athletes may drive themselves to games if the parents have sent a note to the office stating the time and purpose for leaving. However, students may not drive other students, unless they are their sibling. There are no exceptions to this policy. All adults must fill out a volunteer driver form in order to transport children other than their own. Coaching staff **are not allowed** to transport any child, other than their own. If a coach is found to be in violation of this policy, immediate disciplinary action will be taken.

- A. GUIDELINES FOR LEAVING EARLY** - If a team must leave during the school day, only student-athletes and team support such as trainers, statisticians, and managers will be allowed to do so. Spectators will not be allowed to leave school early. The only exception to this policy would be siblings of athletes, who would be allowed to leave with their parents.

The Athletic Director will let the Principal know in advance when students must be dismissed early. The student-athlete must inform his teacher(s) as well that he will need to be dismissed early for a game. It is the responsibility of each student-athlete to get assignments from teachers prior to leaving for a game. They are also required to make arrangements for tests or quizzes that will be missed prior to departure.

Games that require athletes to leave school early are noted on their schedules or communicated via email.

## **2.5 MUSIC**

All music played at MCS athletic events (warm-ups, introductions, time outs, post-game settings) will be Christian music or instrumental music that spans various genres. The MCS Athletic Department realizes some lyrics, even those used in Christian music, are not appropriate to be played in front of large audiences, such as at athletic events. The lyrics for all music will be reviewed by the Athletic Director before it is approved for play at an MCS athletic event.

## **3.0 CODE OF ETHICS**

The Code of Ethics is designed to notify stakeholders and guests of Maryville Christian School of behavior that is expected of individuals participating in and/or attending an athletic event. MCS encourages and expects behavior from staff, students, and spectators that fosters good sportsmanship, safety, and a positive memorable experience.

While MCS is committed to winning, it is adamantly opposed to a “win-at-all costs” mentality that forsakes the integrity of the school, the respect for opponents and competition, and the representation of Jesus Christ. Failure to comply with the guidelines set forth by MCS may result in disciplinary action.

### **3.1 STUDENT-ATHLETES**

Athletes represent Maryville Christian School and their behavior, whether during an MCS activity or away from school, will reflect either positively or negatively on the school.

#### **ATHLETES MUST:**

1. Understand that a commitment to a team is a sacrifice, and will require a dedicated time commitment, loss of schedule flexibility, and increased academic pressures. Academic challenges should not prevent athletes from participating in any practices and/or competition.
2. Understand that their abilities are a gift from God and that they should give their best in practice and competition for His glory.
3. Display a positive and respectful attitude toward coaches, teammates, opponents, fans, and the rules of competition.
4. Acknowledge their responsibility to their coach and teammates by following all team rules and working hard in practice and in competition.
5. Respect the coach’s authority. Never question a coach’s decision in front of the team. If an athlete has a concern, the coach should be approached privately.

6. Respect game officials and their decisions at all times. Athletes should not approach an official unless given permission by the coach and must do so in a respectful and humble manner.
7. Be humble in victory and gracious in defeat while embracing the experiences of competition as opportunities to grow in a relationship with Jesus Christ and his/her peers.
8. Be a positive role model in the classroom – behaviorally and academically (i.e. prompt, courteous, and respectful of teachers and classmates) and maintain academic, conduct and attendance standards.
9. Not taunt or bring unnecessary personal attention to themselves (hitting their own chest, dabbing, etc.) Such actions will not be tolerated and shall result in an immediate disciplinary action. Please note, that enthusiasm for a great play is encouraged.
10. Not use social media (Facebook, Twitter, Instagram, and Snap Chat among others) to insult teammates, opponents, or the school and its employees. \*See social media policy.

### **3.2 PARENTS AND SPECTATORS**

Parents are a vital part of the success of MCS athletics and we encourage positive participation. Parents of an MCS student-athlete must be aware of the expectations required of them which are just as important as the expectations of the athletes themselves. Spectators are expected to adhere to the same guidelines where applicable.

#### **PARENTS MUST:**

1. Attend mandatory team meeting prior to the beginning of each season.
2. Support the coach, team, and program in attendance and prayer, whether or not in agreement with the decisions made by the coach and/or Athletic Department. **“This is the confidence we have in approaching God: that if we ask anything according to his will, he hears us.” 1 John 5:14**
3. Not take part in negative speech concerning the coach, players, or the program. Expressing negative opinions and thoughts to other parents and/or athletes turns into gossip has no benefit to anyone involved. **“A perverse person stirs up conflict, and a gossip separates close friends.” Proverbs 16:28**
4. Maintain confidentiality and discuss their concerns only with the parties involved. Constructive criticism or questions should be taken up with the coach or Athletic Director at an appropriate time and location. **“Without wood a fire goes out; without a gossip a quarrel dies down.” Proverbs 26:20**
5. Cheer for teams in an appropriate manner that edifies and encourages all who hear. Refrain from derogatory cheers, comments, or taunting of any kind. **“Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.” Ephesians 4:29**
6. Delegate the responsibility and authority for their child and the team to the coach. Refrain from coaching in the stands. This is a distraction to the entire team, disrespectful to the coach, and counter-productive to the growth of the student-athletes and team. **“Remind the people to be subject to rulers and authorities, to be obedient, to be ready to do whatever is good, <sup>2</sup>to slander no one, to be peaceable and considerate, and always to be gentle toward everyone.” Titus 3:1-2**
7. Trust the decisions of the coach and refrain from ever discussing their child’s playing time. There are no exceptions.

8. Refrain from contacting a coach during the 24 hours preceding and following a game, unless to offer encouragement or congratulations.
9. Refrain from ever confronting an official before, during, or after an athletic event other than to say thank you.
10. Stay away from the team bench area during a game. This area is for coaches, players, officials, and Athletic Department staff only.
11. Supervise children who are not participating in an athletic event at all times during practices and games to ensure their safety and that of the contest's participants.
12. Play an active role in the Booster club by volunteering their time with Game Services (Admissions Gate and Concessions).

### **3.3 COACHES AND STAFF**

Coaches must be aware that he or she has a tremendous influence on the life and education of MCS athletes and must provide an experience that develops character, integrity, sportsmanship, school spirit, and teamwork.

The MCS Athletic Department will select coaches who:

1. Have a Christian testimony and are committed to the philosophy of being a spiritual leader for their players.
2. Understand a knowledge of their respective sport in a way that allows them to teach their players how to improve and strive for excellence.
3. Agree with and will uphold the mission of MCS and the Athletic Program.

#### **ALL MCS COACHES MUST:**

1. Pass a background check.
2. Receive CPR training every two years.
3. Receive concussion training on a yearly basis.
4. Serve as a spiritual leader to the players on his/her team.
5. Utilize DragonFlyMax.com by filling out the appropriate coaching requirements, and by obtaining the DragonFlyMax app on their phone in order to be able to access their team's emergency forms, insurance, and contact information at all times.
6. Uphold the honor and dignity of the profession. In all personal contact with students, officials, Athletic Directors, school administrators, athletic associations, the media, and the public, the coach shall strive to set a Christ like example.
7. Promote the entire MCS Athletic Program and direct his team in harmony with the total MCS mission.
8. Master the contest rules and teach them to his team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
9. Exert his influence to enhance sportsmanship by spectators, both directly and by working closely with colleagues and administrators.
10. Respect and support contest officials. The coach shall not engage in conduct which would incite players or spectators against the officials. Public criticism of officials or players will not be tolerated.
11. Build relationships with opposing coaches. Meet and exchange cordial greetings before games to set the correct tone for the event and after the contest to show respect and good sportsmanship.
12. Sign a contract that outlines compensation and expectations (applies only to paid coaches).

13. Adhere to the policies and procedures outlined in the MCS Employee handbook and the Athletic Department's handbook. If a policy or procedure is violated disciplinary action will be:
  - Written notice of violation will be placed in the employee's permanent record
  - Second violation: Suspended from duties for two weeks.
  - Third violation: Position terminated.

### **3.4 SOCIAL MEDIA POLICY FOR ATHLETES**

Maryville Christian School and the Athletic Department recognize and support an athlete's right to freedom of speech, expression, and association, including the use of social networks. In this context, however, each athlete must remember that playing and competing for Maryville Christian School is a privilege. You represent yourself, your family, your teammates and coaches, your school and most importantly Jesus Christ. Like it or not, people are going to associate everything you post with you and what you represent. Understand that freedom of speech is not unlimited. The online social network sites are not a place where you can say and do whatever you want without repercussions. Protect yourself by maintaining a self-image of which you can be proud for years to come.

- A. Everything you post is public information – any text or photo placed online is completely out of your control the moment it is placed online – even if you limit access to your site. Information (including pictures, videos, and comments) may be accessible even after you remove it. Once you post a photo or comment on a social networking site, that photo or comment becomes the property of the site and may be searchable even after you remove it.
- B. What you post may affect your future. Many employers and college admissions officers review social networking sites as part of their overall evaluation of an applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret your information (including pictures, videos, comments, and posters).
- C. The MCS Athletic Department will not tolerate disrespectful comments and behavior online, such as, but not limited to:
  - Derogatory language or remarks about teammates or coaches; other MCS athletes, students, teachers, or coaches; and athletes, students, coaches, or representatives of other schools.
  - The posting of inappropriate photos or comments that are in contrast with Christian character.
  - The posting of comments or photos that create a danger to the safety of another person or make a credible threat of serious physical or emotional injury to another person.
- D. Any behavior in violation of these guidelines will be disciplined as is seen fit by the MCS Athletic Department and could include but is not limited to the suspension of the athlete's participation privileges.

## 4.0 PARTICIPATION REQUIREMENTS

### 4.1 INSURANCE

All athletes must have a primary health insurance carrier through their parents or must be covered under an ACA compliant alternative (ACA is an **insurance plan** that is certified by the **Health Insurance Marketplace**, provides essential **health** benefits, follows established limits on cost-sharing (like deductibles, copayments, and out-of-pocket maximum amounts), and meets other requirements under the **Affordable Care Act**). If a family does not have health insurance or an ACA compliant alternative, the player will not be able to participate in MCS athletics. There are no exceptions.

As part of MCS athletics, all students are provided with supplemental injury insurance in the event of a sports related injury during practices or games. The sports insurance is provided by the Association of Christian Schools International (ACSI). This insurance is only available as a secondary policy. In the event of a claim, parents shall make it clear to their carrier that this policy is only in effect for claims that are in excess of the primary coverage.

### 4.2 FORMS

**A. MEDICAL FORMS** - MCS follows TSSAA recommendations and Tennessee state law regarding all required medical forms. Every athlete must be registered by a parent at [www.DragonFlyMax.com](http://www.DragonFlyMax.com). MCS utilizes DragonFlyMax.com (an online Sports Medicine program) to ensure that the Athletic Director, Coach, Athletic Trainer, Student Athlete, and parent have a comprehensive, cohesive means of communicating. No student will be allowed to participate in any team activity, whether it be a practice or a game, unless all forms are filled out and completed on DragonFlyMax.com. Once all completed forms are online, a student will be placed on the Student Athlete cleared list, and the coach for that team will be notified. Forms will need to be updated yearly. All physical examinations must be completed after April 15 of the previous school year.

- 1. PHYSICALS** - *This form ensures that the student-athlete has passed a physical examination after April 15 of the previous school year, and that in the opinion of the examining physician, the student is physically fit to participate in athletics.*
- 2. CONSENT FORM** - This form gives parental consent for a student-athlete to participate in MCS Athletics and acknowledges both the parents' and student-athlete's understanding that such activity involves potential for injury. It also contains all pertinent medical information and gives consent for medical treatment.
- 3. CONCUSSION FORM** - This form acknowledges the parents' and student-athlete's understanding of the signs, symptoms, and forms of treatment for concussions.
- 4. CARDIAC ARREST FORM** - This form acknowledges the parents' and student-athlete's understanding of the signs, symptoms, and forms of treatment for sudden cardiac arrest.

### 4.3 FEES AND ADDITIONAL COSTS

**A. REGISTRATION** - All student-athletes and their parents must complete a registration form for each sport acknowledging they have read and understand the MCS Athletic Department policies as outlined in the Athletic Handbook. Students will not be issued their uniform until they have completed the team's registration form and the athletic fee is paid. The form also designates how the athletic fee will be paid. Indicating fees to be

charged to a student's FACTS constitutes as payment. The fee is non-refundable after a sport's respective registration deadline.

**B. INDIVIDUAL FEES**

1. **ELEMENTARY SCHOOL** - \$100 (Umbrella Student \$250, Non-Umbrella Student \$300) per sport
2. **MIDDLE SCHOOL** - \$125 (Umbrella Student \$275, Non-Umbrella Student \$325) per sport
3. **HIGH SCHOOL** - \$150 (Umbrella Students \$300, Non-Umbrella Student \$350) per sport

**B. INDIVIDUAL MAX FEES**

1. **ELEMENTARY SCHOOL** - \$200 (Umbrella Student \$500, Non-Umbrella Student \$600) per school year
2. **MIDDLE SCHOOL** - \$250 (Umbrella Students \$550, Non-Umbrella Student \$650) per school year
3. **HIGH SCHOOL** - \$300 (Umbrella Students \$600, Non-Umbrella Student \$700) per school year

**C. FAMILY MAX FEES**

1. **MCS FAMILY** - \$600 per school year
2. **UMBRELLA FAMILY** - \$1,500 per school year
3. **NON-UMBRELLA FAMILY** - \$1,750 per school year

**D. FLAT FEES** - Participation on the following teams will require a flat fee whether the student-athlete is an MCS student or not. These fees **do not** apply towards individual or family limits.

- No teams require this at this time.

**E. ADMISSION COSTS**

Cost of admission is set by the league in which each team competes. Costs are subject to change.

- **ELEMENTARY SCHOOL BASKETBALL** - \$4 Adults, \$3 Students
- **MIDDLE SCHOOL VOLLEYBALL** - \$3 Adults, \$1 Students (Tournaments - \$4 Adults, \$2 Students)
- **MIDDLE SCHOOL BASKETBALL** - \$4 Adults, \$1 Students (Tournaments - \$5 Adults, \$2 Students)
- **HIGH SCHOOL SPORTS** - \$5 Adults, \$3 Students
- **SEASON PASS** - \$250, free admission to all MCS home games for immediate family members.
- **SEASON PASS PLUS - \$300, FREE ADMISSION TO ALL MCS HOME GAMES FOR IMMEDIATE FAMILY MEMBERS AND GRANDPARENTS.**

\*MCS STUDENTS RECEIVE FREE ADMISSION TO ALL HOME GAMES. ALL PATRONS, INCLUDING SEASON PASS HOLDERS AND MCS STUDENTS, MUST PAY ADMISSION TO TOURNAMENT GAMES WHETHER HOME OR AWAY.

**F. ADDITIONAL COSTS** - Some sports may require additional costs such as uniform items that are not issued by the athletic department (shoes, cleats, baseball hats, baseball pants, shooting shirts, etc.) and hotel rooms for tournaments.

## **5.0 ATHLETICS/ACTIVITIES ELIGIBILITY REQUIREMENTS**

MCS student-athletes shall not neglect their academic responsibilities nor their athletic responsibilities for the other. Therefore, all students must give careful consideration before making a commitment to a team that will limit the amount of time they have to focus on academics. In accordance with this philosophy, the following standards have been established to determine academic and conduct eligibility:

Halfway through each quarter (and every Friday after that until the end of the quarter), a report will be generated by FACTS indicating which seventh through twelfth-grade students are failing any of their classes. Homeschool parents must fill out a grade reporting form and email it to the Athletic Director. Students listed in these reports will be considered on academic probation. Young people on academic probation are ineligible to participate in after-school activities (athletics or other co-curricular programs) the following week. This ineligibility will run from Monday through Sunday. If ineligible students are passing all of their classes by the end of that week, they will become eligible for the next week's events.

The Athletic Director will notify coaches of any ineligible players. Teachers of other after-school programs need to review the report and adjust for absences of ineligible students.

An email will go home to the parents of ineligible students to aid in communication and assist young people in acquiring the support they need to experience success.

### **5.1 STUDENT CONDUCT POLICIES**

Whether during the school day, athletic competition or activities unrelated to MCS, a student-athlete is a representative of Maryville Christian School. A student-athlete who participates in conduct determined to be unbecoming of an MCS student-athlete may face detention and/or suspension as outlined below.

#### **A. ELEMENTARY SCHOOL**

##### **1. CONDUCT GRADES**

If a student-athlete has behaviors where detention is assigned, the student-athlete will be given an athletic warning. If the student-athlete accumulates two detentions in a quarter, the student-athlete will not be allowed to participate in the next game. Each detention thereafter will result in missing an additional game. Detention totals will be reset each quarter. Please see the Student-Parent Handbook under Elementary Discipline Policy regarding how a detention is issued.

##### **2. IN-SCHOOL SUSPENSION**

**FIRST INCIDENT** - Student-athletes will not be allowed to participate in the next game.

**SECOND INCIDENT** - Student-athlete will not be allowed to participate in one week of athletics and must miss two games.

**THIRD INCIDENT** - Student-athlete will be removed from his/her respective team and will not be allowed to participate in MCS Athletics for the remainder of the school year.

## **B. MIDDLE AND HIGH SCHOOL**

### **1. DETENTION:**

- ▶ **FIRST AND SECOND OFFENSE** - Student-athlete will not be allowed to participate in the next practice effective immediately.
- ▶ **THIRD OFFENSE** - Student-athlete will face discipline equal to a first in-school suspension (see below)

### **2. IN-SCHOOL SUSPENSION**

- ▶ **FIRST OFFENSE** - Student-athlete will not be allowed to participate in the next game effective immediately.
- ▶ **SECOND OFFENSE** - Student-athlete will not be allowed to participate in one week of athletics and must miss two games effective immediately.
- ▶ **THIRD OFFENSE** - Student-athlete will be removed from his/her respective team and will not be allowed to participate in MCS Athletics for the remainder of the school year.

### **C. OUT OF SCHOOL SUSPENSION:**

- ▶ **FIRST OFFENSE** - Student-athlete will not be allowed to participate in one week of athletics and must miss two games effective immediately.
- ▶ **SECOND OFFENSE** - Student-athlete will be removed from the respective team and will not be allowed to participate in MCS athletics for the remainder of the school year.

## **5.2 TRY-OUTS AND TEAM SELECTION**

Selection of athletic teams is conducted during a designated tryout period. The coach reserves the right to name the players on his team whether or not they attend tryouts. If a student is unable to tryout due to an emergency situation they must meet with the Athletic Director and coach to discuss a possible alternate tryout date. They must do so before the team roster has been announced. An MCS student will not be cut to make space for a home school student. \* *SEE HOMESCHOOL PARTICIPATION POLICY.*

It may be necessary in some instances to limit the size of a team. Caps will be determined by the coach along with the Athletic Director and will be announced during the try-out period.

## **5.3 HOMESCHOOL ELIGIBILITY**

Homeschool students under the MCS umbrella may participate in the athletic program based on the below guidelines. Elementary and Middle School Homeschool students not under the MCS homeschool umbrella are not allowed to participate in MCS athletics, with the exception of Girls Soccer (Fall), Softball, and Spring Soccer due to league rules. High School Homeschool students not under the MCS umbrella and their parents must meet with the Athletic Director in addition to satisfying the below guidelines before they can participate in any team activities:

- A. There are open roster spots once all MCS students have been given the opportunity to try out. MCS students cannot be cut from a team to make space for a home school student. If there are open roster spots that cannot be filled with MCS students and the number of home school students who register exceed that number, then a try-out will be held to determine the remaining roster spots.

- B. They must complete and return the physical form, medical consent form, concussion awareness form, cardiac awareness form, registration form, and statement of faith.
- C. They must meet the same academic standards required of MCS students and turn in progress reports and report cards for review by the athletic department.
- D. They must adhere to the guidelines set forth in the MCS Athletic Handbook and MCS School Handbook.
- E. The athletic fee for home school students under the MCS umbrella is \$300 per sport per athlete with a \$600 maximum. The fee for students not under the umbrella is \$350 per sport per athlete with a \$700 maximum. Fees are due before the first practice. Payment plans may be established if requested.

Home school participation in MCS athletics will be evaluated on an annual basis by the MCS Athletic Department. Home school students and parents should not assume that participation is guaranteed year after year. MCS reserves the right to limit participation in any given sport to MCS students only.

#### **5.4 GUIDELINES FOR QUITTING A TEAM**

If a student-athlete chooses to quit a team, he/she must turn in their uniform within a week after informing the coach of his/her decision. The same guidelines and penalties for turning in a uniform at the end of the season apply here. The athletic fee is not refundable once a player quits a team and the student-athlete will not be allowed to participate in any other sport within the same season. Playing time should never be a consideration in quitting a team.

## **6.0 ATTENDANCE POLICIES**

### **6.1 ATTENDANCE POLICY**

Students must be in attendance at least four hours of the school day in order to participate in any extra-curricular activities that day. These activities include sport practices/games.

### **6.2 EXCUSED ABSENCES**

Athletes are expected to attend all practices and games unless otherwise excused by the coach. Playing time or travel should not play a role in attendance decisions. Attendance is mandatory. Coaches must be notified at least 24 hours in advance if a practice or game will be missed. It is understood that there may be times where a 24-hour notice is not possible, however student-athletes and/or parents should make every effort to notify coaches as soon as possible. Please consider that coaches are working on strategy days in advance of a scheduled game. Athletes who do not attend practice disrupt strategy. Homework or other academic pressures are not a reason to miss practice and will be considered unexcused.

**EXCUSED ABSENCES:** MCS athletics recognizes six (6) reasons as excused absences:

1. Personal illness (Doctor's note required if in excess of 9 days per semester.)
2. Serious illness or death in the family
3. Medical or dental appointment
4. Family emergencies approved by the administration
5. College visitation days (MCS allows juniors and seniors to visit colleges during the school year. These days will be excused and must not exceed a total of three days per school year.)
6. Planned absence during school time approved by administration two weeks in advance.

\*A job is not an excused absence. Players must consider the commitment before seeking employment during the season.

- If a student is absent due to suspension, he/she will not be allowed to attend or participate in extracurricular activities before, during, or after school hours. This includes off-campus activities as well.
- Students must be in attendance at least four hours of the school day in order to participate in any extra-curricular activities that day. These activities include sport practices/games and fine arts practices/performances. School-initiated absences (such as field trips or snow days) are not counted as part of the cumulative total of absences for students.

### **6.3 PRACTICES**

Coaches are responsible for communicating practice rules and schedules which will include start and end times. If a student-athlete misses a practice for an unexcused reason, he/she will sit out a portion of the next game as determined by the coach. Additional consequences may be administered by the coach. A second unexcused absence will result in sitting out the entire next game. A third unexcused absence will result in automatic removal from the team.

**If a practice is scheduled at MCS for later than 3:45 p.m., a student-athlete must be picked up from school and brought back for practice, or he/she must go to after care. MCS cannot allow students to be unsupervised after school hours as this is a liability risk for the school.**

Attendance at optional practice days and open gym times is encouraged. Not attending may affect an athlete's skill development and role on the team

In an effort to respect family time, the following limitations are placed on practices and games:

1. No formal or required practices shall be scheduled on Sunday. Non-mandatory practices can be held on Saturday with the approval of the Athletic Director.
2. No practices are held the day after Thanksgiving or the week of Christmas.
3. Limited practices and games are held during the week of finals.

### **6.4 GAMES**

Game schedules are distributed early in the season therefore every attempt should be made to avoid scheduling doctor/dental appointments on game days if they will conflict. If an athlete misses a game for an unexcused reason, the athlete will be held out of the next game. Two unexcused absences from games will result in automatic removal from the team. This policy also includes leaving early from games. The head coach must approve in advance any athlete leaving early from a game.

If a game is scheduled at MCS in which the players and coach arrive later than 3:45, a student-athlete must be picked up from school and brought back for the game, or he/she must go to after care. MCS cannot allow students to be unsupervised after school hours as this is a liability risk for the school.

## 7.0 UNIFORMS AND ATTIRE

### 7.1 UNIFORMS AND TEAM EQUIPMENT

- A. PROPERTY OF MCS** - Uniforms and equipment are property of MCS. Players are responsible for all uniforms and equipment issued to them. Players must sign the uniform inventory form upon being issued a uniform acknowledging its condition.
- B. WASHING UNIFORMS** - Please follow the following guidelines when washing uniforms:
- Unfasten any buttons before washing
  - Gentle cycle, cold machine wash using a mild detergent
  - Do not use fabric softener
  - Hang dry.
  - Do not leave wet. Do not soak. Do not tumble dry. Do not dry clean. Do not bleach.
- C. COMPETITION ONLY** - At no time should uniforms be worn when not in competition, unless allowed by school administration as in the case of spirit week. When a locker room is available, student-athletes must change into their uniforms after arriving to the game and must change back into street clothes upon conclusion of the game. At no time should student-athletes wear uniforms as fans in the bleachers or while out in public. Players may wear clothing over uniforms to avoid having to change after the conclusion of a game. Any clothing worn over the uniforms must meet the athletic department dress code.
- D. SHOES** - Shoes for every sport are preferred to be white, black, grey, or purple. The Athletic Director reserves the right to approve/disapprove certain shoes. The only exception to this is soccer due to soccer cleat color availability. Coaches may make additional requirements for shoes by requiring all players to wear a certain color.
- E. SOCKS** - Socks for every sport must be white, black, grey or purple. No multi-colored socks allowed. Some sports require socks to be purchased through the athletic department. Coaches may make additional requirements for socks by requiring all players to wear a certain color.
- F. RETURNING UNIFORMS** - Coaches will hold a mandatory team meeting the Monday following the conclusion of a season in which uniforms should be turned in. All uniforms will be checked by the coach or a team representative to make sure they are in good enough condition to be worn again. Normal wear and tear is expected, but uniforms should be free of stains. Players must sign the uniform inventory form acknowledging they have turned in their uniform and that it is in a suitable condition for reuse.
- G. PENALTY FOR TURNING UNIFORMS IN LATE** - Uniforms must be turned in by the Monday following the end of season meeting to avoid being charged \$10 each day the uniform is not turned in after the deadline, with a maximum \$100 late charge. Uniforms turned in after the end of the season team meeting must be handed directly to

an athletic department staff member or representative and inspected before the player can sign the uniform inventory form. Uniforms are not to be left hanging on the door handle of the Athletic Director's office.

Players will be financially responsible for any uniform pieces that are unwearable or unaccounted for. If a uniform is not turned in by the end of the school year the student-athlete will be charged an additional \$100. If a uniform is returned after May 31, the student-athlete will be refunded \$50 of their total \$200 penalty. Report cards will be withheld until all of a player's uniform pieces have been returned to the Athletic Department or paid for by the player.

## **7.2 PRACTICE ATTIRE**

Practice attire must be modest in appearance. Coaches and staff reserve the right to ask any student-athlete to change his/her attire if they feel it is inappropriate. Male athletes may not play shirts vs. skins. Examples of items that are not acceptable to be worn as the outermost piece of clothing:

- Leggings
- Spandex
- Sports Bras
- Shirts with cut outs on the sides
- Shorts with words or graphics on the backside
- Razor Back Shirts
- Tank Tops
- Camisoles (Cami)

## **7.3 GAME DAY AND TRAVEL ATTIRE**

It is important that MCS athletes present a neat, attractive, and modest appearance when representing the team outside of practice and competition. All student-athletes are expected to refrain from wearing anything not consistent with the school's Friday dress code, whether playing or not. Team coaches will establish guidelines for game day dress which will remain within the MCS dress code. All players must adhere to the guidelines set forth by his/her coach.

## **8.0 RECOGNITION OF ATHLETES**

### **8.1 PURPOSE**

Awards are used in the MCS Athletic Program for the following purposes:

1. To recognize God-given ability and achievement
2. To encourage athletes to constantly improve
3. To honor Christian character and testimony

### **8.2 AWARDS**

**A. INDIVIDUAL AWARDS** - Awards are given at the end of the year banquet. Head coaches are responsible for selecting the award winners. The following awards are given to players on each team whose season is complete before the end of the school year:

- Most Valuable Player (High School and Middle School only)
- Offensive MVP (High School only)
- Defensive MVP (High School only)
- Most Improved Player (High School and Middle School only)
- Eagle Award (High School and Middle School only)

\*Coaches are allowed to give additional awards after consulting with the Athletic Director.

**B. DEPARTMENT AWARDS**

- Team of the Year
- Coach of the Year
- Female Athlete of the Year (only high school athletes are eligible)
- Male Athlete of the Year (only high school athletes are eligible)

**C. IRON EAGLE** - Student-athletes participating in all three sports seasons (fall, winter, spring) as a member of an MCS team are recognized as an Iron Eagle as long as the following criteria is met:

- Cannot miss more than one game during a season for any reason other than injury.
- Cannot be suspended for academic or conduct reasons more than once.

Iron Eagle student-athletes are honored at the end of the year banquet. He/she will receive a specifically designed spirit gear item designating the student-athlete as an Iron Eagle.

**8.3 BANQUETS**

**A. HIGH SCHOOL** - Teams and players will be honored at fall, winter, and spring banquets.

**B. ELEMENTARY AND MIDDLE SCHOOL** - Teams and players will be honored at fall, winter, and spring banquets.

\*All athletes on a team roster at the end of each respective season will be recognized as a team member and receive a certificate of participation.

**9.0 FUNDRAISING AND DONATIONS**

**9.1 FUNDRAISING**

All money generated from fundraising is shared between the MCS Athletic Department and the student-athlete to help offset the cost of his or her athletic fees. The amount that each student-athlete receives differs depending on the fundraiser.

**SPONSORSHIP BANNERS** - Banners can be purchased for the gym, the baseball field and the soccer field. The initial cost for a banner is \$400 and will be displayed for a year. Banners can be renewed for \$300 each year. A sponsor can purchase a banner for all three locations for an initial cost of \$1,000 and a renewal cost of \$800. A student-athlete

that obtains a new banner sponsorship receives \$75 towards their athletic fees (one season per banner) for the initial year a banner is sold and \$25 for every renewal year. Student's may not solicit banner sales from companies that currently have a banner in the gym.

### **9.2 DONATIONS**

The MCS Athletic Department has many varying needs and desires that would contribute to the experience of our student-athletes that we cannot cover with fundraising and athletic fees. We welcome donations to the program that would aid in making these purchases. For those wishing to make a donation, please contact the Athletic Director.

## **10.0 BOOSTER CLUB**

### **10.1 MEMBERSHIP**

The booster club and is an **athletic parent-led** organization. It helps raise money, provide manpower, and offers other means of support to further enhance MCS athletics. This is an invaluable and necessary part of the program. Every parent who has a child involved in MCS athletics is a member of the booster club. Membership is also open to any other adult who has a tie to MCS and an interest in supporting MCS athletics. Every family represented in the MCS Athletics Department is expected to play an active role.

### **10.2 VOLUNTEER OPPORTUNITIES**

- A. GAME SERVICES:** All parents must volunteer to help with the admissions gate and concession stand on a game day during each season that they have an athlete participating. Parents do have the option of paying a \$50 fee per season that releases them from any obligation to help with game services. Please note, that although this is an option that we can to offer, we do prefer the direct involvement of parents. If your family chooses to not volunteer during a season, the above stated fee of \$50 will be added to your FACTS account or billed to your home address for that athletic season.
- B. SCHOOL SPIRIT:** Volunteers will be creative in increasing turn out for sporting events, especially those held on the MCS campus. They will help organize the pep rallies and will coordinate with the Athletic Director to organize the end of the year banquets.
- C. FACILITIES AND GROUNDS:** Volunteers will work with the Athletic Director and maintenance to maintain and enhance the athletic facilities and playing fields.