

NORTH RALEIGH CHRISTIAN ACADEMY



ATHLETIC HANDBOOK

2011-2012

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MISSION STATEMENT:

NRCA is a community Christian school assisting families by providing excellence in academics, fine arts, and athletics while instilling biblical principles in students' lives that they might impact their society for Christ.

VISION STATEMENT:

NRCA stands as a lighthouse to those seeking a Christ-centered place of excellence with a loving and caring environment where students can launch into adult life equipped with the character and skills to navigate successfully for God's service.

ATHLETIC MANUAL

SECTION 6

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ATHLETIC HANDBOOK

SECTION 6

Revised 10/18/11

6.000.1

Kingdom Philosophy

The athletic program's approach to athletics stems directly from the school's Kingdom vision, mission, core values and philosophy of education. It strives to instill positive Christ-like character qualities that are expressed openly through the medium of athletics. It exists for the purpose of developing physical, personal, and spiritual skills of the student-athlete that will have lifelong benefits. Coaches are more interested in building eternal values in their athletes and therefore stress attitudes and actions in relation to God's Word. The major purpose is to cause athletes to think, speak, and act like Jesus Christ. Coaches strive to develop the spiritual part of the athlete so that the Holy Spirit is in control and directing the mind and body (I Thess. 5:23). In providing opportunities for interscholastic competition, the athletic department seeks to support the overall mission of the school, and to promote the biblical ideal that everything should be done to glorify God (I Corinthians 10:31). In the context of athletic activity, the student is exposed to many spiritual concepts including the importance of self-discipline (I Cor. 9:27), respect for others (Eph. 4:32), proper use of God-given abilities (Matt. 25:14-30), striving for excellence (Col. 3:23), time management (Eph. 5:16) and submission to authority (Rom. 13:2).

6.001.1

Academics

Athletes are students first and foremost. Coaches will work with teachers in helping the student-athlete be successful in the classroom. If a student has a scheduled after-school tutorial, the student will not be penalized for being late or missing practice. Students participating in athletics should anticipate the demands on their time and plan accordingly. Student-athletes should be present and prepared for class regardless of game and practice schedules.

6.002.1

Affiliations

The middle school is a member of the Triangle Middle School Conference*. The high school is a member of the Triangle Independent Schools Athletic Conference*, an affiliate of the North Carolina Independent Schools Athletic Association (NCISAA). The Varsity & JV football teams are members of the Big East Independent Football Conference (BEIFC).

**See Appendix for a complete listing of participating teams.*

6.003.1

Awards

Athletic awards are presented at the end of each season at a ceremony sponsored by the booster club. The booster club provides funds for the purchase of all awards. Coaches present awards in categories that are predetermined. The number of awards is limited; therefore, careful consideration is given to athletes selected. The level of play and size of roster determines the number of trophies (middle school: roster of 0-20 = 3 awards, roster of 20+ = 4 awards; JV & Varsity: roster of 0-20 = 4 awards, 20-30 = 5 awards, 30+ = 6 awards). Additional team and/or individual presentations or recognition can be made at team parties at the conclusion of the season. All athletes will receive a participation certificate. Athletes may earn a chenille letter in a Varsity sport if they meet the following criteria:

1. Must have completed the season including all conference and state postseason play.
2. Must have competed in at least 50% of the contests.
3. Exceptions will be considered on an individual basis by the respective coach and Athletic Director.

Letter jackets may be purchased online via Neff Company's website www.neffco.com then select the Jacket Shop. (School password: 060331).

6.004.2

Coaches Responsibilities

1. Coaching at NRCA is considered to be an integral part of the ministry.
2. Coaches should be proficient in their sport.
3. Coaches are employees of the school. Therefore, the coaches will at all time carry out all school policies and standards of behavior for faculty and students set forth by the administration.
4. All head varsity, JV and middle school coaches must have a CDL Driver's License (except basketball, cheerleading, golf, tennis, volleyball). NRCA will reimburse coaches for this expense.
5. Coaching contracts are offered on an annual basis. Completion of a contract is based upon all compliance with the following:

Forms

The following list of forms must be turned in by the date stated on the Athletic Calendar:

Initial & Final Rosters:	Athletic Dept. Administrative Assistant & Athletic Trainer
Award Winners:	Athletic Dept. Administrative Assistant
Letter Winners:	Athletic Dept. Administrative Assistant
Season Summary:	Athletic Dept. Administrative Assistant
Physical Checklist/Roster:	Athletic Trainer
Uniform Inventory	Assistant Athletic Director
Report Ejections & Disqualifications:	Athletic Director
End of Year Evaluations/Conference:	Athletic Director

Game Day Management

- Secure a scorekeeper/statistician for each game
- Secure a scoreboard operator for each game
- Secure an announcer for each game
- Assist with set up and tear down for games

Incidents and Injuries

All incidents and injuries must be reported to the Athletic Director and the Athletic Trainer. Coaches must fill out either the NRCA Incident Report form or the NRCA Athletic Injury Report form.

Reporting Information

Scores must be reported to the website manager, enews editor, athletic department administrative assistant and the media immediately following the conclusion of each contest.

6.005.3

Dress Code

Appropriate apparel, as outlined in the student handbook, should be worn for all road trips, before and after games. Guys are to wear ties on all game days if the coach so desires. No hats are to be worn. Girls should be neatly attired. Dress code policy applies unless teams go to the game in uniform.

6.006.3

Eligibility

Athletic competition is a privilege at NRCA. Athletes represent the school to the community and must display good sportsmanship and Christian character. To participate in interscholastic sports, students must have a record of a physical examination on file with the school. Athletes must meet the current academic requirements as stated below. These students must maintain a 2.0 GPA and not receive two F's, one F and two D's, or three D's on any report card. If these requirements are not met, students are suspended from all sports throughout the next grading period. Once a year, students may request reinstatement 3 1/2 weeks (18 academic days) into the quarter of suspension.

1. For students who have two or more failing marks:
 - a. After 3 ½ weeks, students must have a passing mark in each class they failed.
 - b. After 3 ½ weeks, students must have a letter of recommendation from the teacher of the classes they failed, indicating a change in effort and commitment.
 - c. After 3 ½ weeks, they must have a 2.0 Grade Point Average and not more than two D's.
2. For students who have more than one F and two D's:
 - a. After 3 ½ weeks, student must have a passing mark in the class they failed.
 - b. After 3 ½ weeks, students must have a letter of recommendation from the teacher of the classes they had D's and an F, indicating a change in effort and commitment.
 - c. After 3 ½ weeks, they must have a 2.0 Grade Point Average and not more than two D's.
3. For students who had three D's:
 - a. After 3 ½ weeks, students must have a 2.0 Grade Point Average and not more than two D's.
 - b. After 3 ½ weeks, students must have a letter of recommendation from the teacher of the classes they had D's, indicating a change in effort and commitment.

6.007.3

Equipment

All equipment used by athletic teams at North Raleigh Christian Academy is the property of the school. At the beginning of each season, the coach will be given an inventory of the equipment and uniforms checked out to him/her. The care of the equipment is the responsibility of the coach. After each practice and game, a careful check should be made to make sure that all equipment is accounted for. The equipment should go home with the coach and not a student. No equipment should be checked out to students for personal or home use. At the end of the season equipment should be returned within one week of the final game.

6.008.3

Facilities

Extreme care and caution should be taken in the use of facilities, including inspection of practice and game areas that have been provided for students at North Raleigh Christian Academy. Coaches should enlist the help of athletes to ensure that every field and court is left in the condition in which it was found. Any student defacing or destroying property will be disciplined according to school

policy. Activities by teams should be limited to the area specifically designated for the team's use. All other areas are off limits.

6.009.4

Games and Practice Participation

Student-athletes are required to be at all practices and games. At the beginning of the season, coaches should communicate to team members his/her expectations for performance and attendance. There should be no allowances for missed practice (other than academic or medical reasons). If an athlete anticipates missing a practice or a game, prior notice should be given to the coach. The consequences for missing should be outlined ahead of time and then implemented. NRCA athletics must take precedence over any other outside groups, such as select, travel and AAU teams. No athlete will be excused to miss a practice or game to participate in an outside event.

6.010.4

School Day Attendance

Students must be present at school in order to participate in that day's practice or game. To be counted present for the day a student must be at school a total of 4 ½ hours of class time (must arrive by 10:30 a.m. or must not leave before 12:30 p.m.) A student who arrives after 10:30 a.m. or leaves before 12:30 p.m. will be considered absent and, will be unable to participate in that day's extracurricular activities.

6.011.4

Sickness/Illness Policy for Athletes

The athletic trainer, coaching staff and/or medical physician will determine participation if any of the following conditions are evident:

1. Fever is below 100.5 degrees Fahrenheit
2. Able to demonstrate proper hydration status
3. Appear in normal state with no fatigue, grogginess, warm skin or excessive coughing
4. Cleared by athletic trainer and/or medical physician before the competition
5. Consent to play from legal guardian
6. Present at school for the recommended time as stated in the handbook.
7. Able to hold down food throughout the day
8. No vomiting or diarrhea throughout the day.

Athletes may NOT participate if any of the following are evident:

1. Fever above 100.5 degrees Fahrenheit
2. Dehydration
3. Displays fatigue, grogginess, warm skin, or excessive coughing
4. Not cleared by athletic trainer and/or medical physician before the competition
5. No consent from the legal guardian
6. Not present at school for the recommended time as stated in the handbook.
7. Not able to hold down food throughout the day
8. Vomited or has diarrhea during the course of the day.
9. Has any contagious disease.

6.012.5

Injuries/Conditions/Concussions

If your student is evaluated or seen by a family physician, orthopedic surgeon, and/or any other healthcare professional for an athletic injury, the athlete **MUST** turn in a doctor's note to the athletic trainer in order to resume participation. Any athlete that has sustained an injury for which they have missed practice/game or has been seen by a healthcare professional will not return to play unless cleared by the athletic trainer or doctor whose care they are under. If the athletic trainer believes your student has sustained an injury that needs to be evaluated by a specialist, the student will not be allowed to return to play until the specialist has seen him or her. If your student has asthma or a severe allergy, he/she must have their inhaler or Epi-pen with them during practices and games. The athlete must also inform the coach as to their condition. In the event an athlete has been diagnosed with a concussion. The athlete may not return to practice/game until they have documentation of their release from a physician and have successfully completed a return to play protocol administered by the school athletic trainer.

6.013.5

Insurance (Supplemental)

In the event of a school sports-related injury, NRCA carries Student Accident Insurance (SAI) on each student. SAI is secondary to the student's primary insurance; therefore parents should file with their insurance company first. Upon doing so, contact the business office for the necessary forms to file SAI. SAI must be filed initially within 60 days of the date of the injury.

6.014.5

No Comment Policy

Coaches will make no comments verbally or by gesture to a game official on judgment calls. Any coach ejected from a game or receiving a technical foul, flag, or red card is subject to disciplinary action or possible dismissal. Coaches may make inquiries of a game official, during the appropriate time, on a rule or game administrative procedure.

6.015.5

Participation Philosophy

Participation in athletics at North Raleigh Christian Academy is open to every student but conditioned upon meeting the criteria of academics, character, and athletic skill necessary to compete. While all teams at North Raleigh Christian Academy are expected to play hard in the true spirit of competition, there is a different emphasis at each level of play.

Middle School (grades 6-8) - The athlete is provided a learning experience and opportunity for basic individual skill development. Team concepts of play are introduced. During the regular season, participation is emphasized over winning. Team members are encouraged through active participation in games.

Junior Varsity (grades 7-10, except JV Tennis, grades 6-10) - The athlete improves skills while learning team concepts that are more complex. At this level of increased physical development and better competition, there is an equal emphasis on winning and participation.

Varsity - The athlete is advanced in skill and physical development. Emphasis is placed upon individual and team potential. The athlete's playing time is determined by how it will best serve the team.

When making cuts, the coach is responsible to evaluate each prospective athlete based on objective criteria. Communicating with each individual specific reasons why he/she did not make the team will enable the student to target areas for improvement. The coach is also responsible for evaluating each athlete as to his/her role on the team. There are no guarantees regarding playing time, especially on the varsity level. The coach is the sole judge on who should start and how much playing time each player should receive. Association rules allow seventh graders to compete on the varsity level at the discretion of the coach and Athletic Director.

6.016.6

Team Number Participation

Teams will be limited to the following number of participants:

Varsity Baseball – 16	Varsity Golf – 10
Middle School Baseball – 14	Varsity Softball – 16
JV & Varsity Basketball – 14	Middle School Softball – 14
Middle School Basketball – 12	All Soccer teams – 22
All Cross Country teams – Unlimited	All Tennis teams – 12
Varsity Cheerleading squads – 20	All Track & Field teams – Unlimited
Middle School Cheerleading – 16	All Volleyball teams – 14
All Football teams – Unlimited	Varsity Wrestling - 24

6.016.6

Physicals

All athletes must have a current physical to try-out or participate in all sports, both in season and out of season play. All physicals must be turned in to the athletic trainer prior to try-outs. The physical is good for one year from the date of the physical. Copies of the physicals will be given to each coach in case of an injury or medical emergency. Coaches are not allowed to accept or turn in physicals.

6.017.6

Practice and Tryouts

The athletic director in cooperation will determine practice venues and times with coaches. Because of limited facilities that must be shared, flexibility is required. The athletic director must approve a change to the practice schedule. No practices are to be scheduled for weekends or holidays without the approval of the athletic director. Middle school and JV teams do not practice on Wednesdays unless approved by the Athletic Director. Practices should not extend beyond two hours for varsity teams and one and a half hours for JV and middle school teams. Exception on time limits is made for preseason practice, including 2 practice sessions a day for some sports. Coaches should wait until the last player has left before departing the practice site.

Official Practice Start times for “In Season”

Fall – the Monday of the week of August 1st

Winter – the Monday of the week of November 1st

Spring – the 3rd Monday in February

Tryout dates and times for all sports are listed on our website under Athletic Tryouts. All athletes must be present for tryout dates.

JV and Middle School practice start dates may be adjusted, please check our web site under Athletic Tryouts for detailed information.

Practice during the "Off Season" is voluntary and must be in compliance with the NCISAA regulations. Check website under Athletic Summer/Workout Schedules for detailed information.

6.018.7

Sportsmanship

Athletes and coaches at North Raleigh Christian Academy are to be exemplary in their display of sportsmanship during games and practices. Team members should congratulate opponents after a game with a customary handshake and kind word. Physical and/or verbal abuse aimed at an opponent, official, coach, or teammate will result in immediate discipline by the coach, and possibly, the administration. Taunting and/or inappropriate language directed toward an opponent or teammate is not "part of the game", and is inconsistent with the mission of North Raleigh Christian Academy. An athlete ejected from a contest is automatically suspended for the next game and may not attend the next game. A coach that is ejected from a game may not attend the next scheduled contest. All ejections are to be reported to the athletic director no later than the day after the ejection takes place.

Athletes are to demonstrate sportsmanship and an attitude of cooperation with coaches and teammates. An athlete who has a grievance with the coach or another player should attempt to resolve the problem with that individual first, in private, in accordance with Biblical principle. Matters of disagreement and dispute should be kept confidential between the individuals involved. If the situation remains unresolved, the athletic director should be informed.

6.019.7

Tournaments and Out of Town Games

North Raleigh Christian Academy teams have the opportunity to participate in tournaments and games that sometimes require an overnight stay. Student-athletes are responsible for the cost of accommodations. The coach before departure should collect funds from the student in order to reimburse the school (the school secures the rooms). Students are expected to adhere to all school codes of conduct. A curfew should be set and enforced to ensure the students are rested for the next day's game.

6.020.7

Transportation

North Raleigh Christian Academy provides transportation for teams to all games. Players must travel with the team. There are two exceptions upon notification of the coach: (1) a player may ride home with his/her parents after the game; or, (2) a player may return with another parent provided his/her parents have granted written permission. Parents may not give permission for a player to ride with another student.

The school provides limited assistance with transportation to practices. Therefore, the coach should coordinate with parents the transportation of athletes, especially for the middle school and JV teams. Varsity players should have written permission from parents to transport and/or ride with another student's parent.

Coaches should observe the following when transporting students:

1. Students, if available, must use seat belts, at all times.

- 2 Buses must not exceed posted speed limits.
- 3 Buses must be returned clean - a broom and trash bags are available on each bus.
- 4 No food or drinks on busses unless deemed necessary by the Athletic Director.

6.021.8

Music, Videos, and Electronic Devices

The coach is responsible for all music and videos played on school and/or rented vehicles. The school will provide any videos that are played on such vehicles. Only Christian music can be played on such vehicles. Students in grades 9-12 are allowed to use ipods, iphones, or other similar electronic devices when traveling to and from games. However, these may not be used off the bus, at the playing fields, in the gyms or in the school buildings. Students in grades 6-8 are not to have these devices on trips. A student's electronic device used inappropriately will be taken and disciplinary action will result. Music and video selections on a student's electronic device should not contain crude, profane, or vulgar language, gestures, or sexual innuendos. Coaches has the right to request electronic devices at any time to check its contents as to its alignment with this policy. Inappropriate content will result in disciplinary action.

6.022.8

Uniforms

Uniforms are the property of North Raleigh Christian Academy. The school and the booster club provide the funds for purchasing uniforms. An inquiry regarding a donation or the purchase of uniforms by anyone other than the school or booster club should be referred to the administrator. Coaches should not solicit funds for uniforms or equipment. The coach has the responsibility for distributing and collecting uniforms. At the beginning of the season, the coach will check out uniforms with the Assistant Athletic Director. Each coach will receive a Uniform Inventory form on which to record the athlete's name and the uniform he/she is given. The coach and the Assistant Athletic director will keep a copy of the form. Athletes are responsible for the care of the uniform and should follow the manufacturer's instructions for cleaning after each use. An athlete who loses a uniform must pay the replacement cost for that uniform. Uniforms which show more than normal wear may also have to be replaced and must be paid for by the student. Uniforms are not to be altered or tailored by the athlete. Athletes are to wear the complete uniform provided by the school at games and games only. They should not be worn to school, practice, or used for other recreational activities. (Athletes are to be in complete uniform for team pictures, which are made each season. The dates for team pictures are on the school calendar.) All uniforms are to be returned to the coach at the last contest. The coach will clean the uniforms and then check them in with the Assistant Athletic Director.

6.023.8

Triangle Middle School Conference

The middle school, grades 6-8, participates in the Triangle Middle School Conference. The following schools are members of the conference: Bethesda Christian Academy, Cary Academy, Cary Christian School, Cresset Christian Academy, Crossroads Christian Academy, East Wake Academy, Franklin Academy, Grace Christian School (Raleigh), Grace Christian School (Sanford), Kestrel Heights School, The Magellan School, North Raleigh Christian Academy, Neuse Christian School, St. David's School, St. Timothy's School, and Trinity Academy of Raleigh.

6.024.9

Triangle Independent Schools Athletic Conference

The high school, grades 9-12, participates in the Triangle Independent Schools Athletic Conference. The following schools are members of the conference: Cary Academy, Durham Academy, North Raleigh Christian Academy, Ravenscroft School, and Saint Mary's School.

6.025.9

Big East Independent Football Conference

The junior varsity and varsity football teams participate in the Big East Independent Football Conference. The following schools are members of the conference: Fayetteville Christian Academy, Harrell's Christian Academy, North Raleigh Christian Academy, Ravenscroft School, Village Christian Academy, and Wake Christian School.

6.026.9

Middle School Sports

NRCA has the following middle school sports: Boys Baseball, Boys Basketball, Girls Basketball, Cheerleading*, Boys and Girls Cross Country, Boys Soccer, Girls Softball, Boys and Girls Track and Field, and Girls Volleyball.

6.027.9

Junior Varsity Sports

NRCA has the following junior varsity sports: Boys and Girls Basketball, Football, Boys Soccer, Boys and Girls Tennis, and Girls Volleyball.

6.028.9

Varsity Sports

NRCA has the following varsity sports: Boys Baseball, Boys Basketball, Girls Basketball, Boys and Girls Cross-Country, Cheerleading*, Football, Boys and Girls Golf, Boys and Girls Soccer, Girls Softball, Boys and Girls Swimming, Boys and Girls Tennis, Boys and Girls Track and Field, Girls Volleyball, and Boys Wrestling. Varsity Golf, Swimming and Wrestling are open to students in grades 7-12. Cheerleading requirements and tryout information are posted on the school web site under athletics/sports/cheerleading.

6.029.9

Bus Policies

Seating:

1. Whenever possible, buses should be by gender, boys on one bus, girls on the other. If buses must be mixed with boys and girls, girls are in the front and boys in the back.
2. At least two sponsors should be placed between the two groups.
3. If team managers are of the opposite gender, they are to sit up front with the coaches.
4. Only one student should be in each seat. Students should remain seated when the bus is in motion.

Videos:

1. Staff and coaches are responsible for all videos played on school and/or rented vehicles.
2. Only DVD's provided by the school are acceptable to play (no exceptions).
3. Remember to collect and return your DVD's to the Superintendent's office

Music:

1. Staff and coaches are responsible for all videos played on school and/or rented vehicles.
2. Students in grades 9-12 are allowed to use ipods, iphones, or other similar electronic devices when traveling on field trips or to and from games. However, these may not be used at the playing fields, in the gyms or in the school buildings. On field trips, these devices should be put away while engaged in activities or walking from event to event for safety.
3. Students in grades 6-8 are not to have these devices on trips.
4. A student's electronic device used inappropriately will be taken and disciplinary action will result. Music and video selections on a student's electronic device should not contain crude, profane, or vulgar language, gestures, or sexual innuendos.
5. Staff and/or coaches have the right to request electronic devices at any time to check its contents as to its alignment with these policies. Inappropriate content will result in disciplinary action.

Trip Guidelines:

1. Begin the trip with prayer. Remind the students to remain seated when the bus is moving. Chaperones should circulate periodically. Always have a map in the event the driver is not familiar with where you are going.
2. Food stops should be where students do not have to cross a major thoroughfare (no exceptions). Chaperones should honor this policy by abiding by it as well.
3. Clean the bus at the end of a day trip. If the trip is multiple days, clean periodically and at the end of the trip.
4. If the trip is overnight, bus drivers should receive a tip. Collect money from the students and present it to the bus driver at the last stop before arriving back at school.
5. Chaperones should remain until all students are picked up by their parents.

6.030.10

Holiday Practices and Tournaments

Holiday Practices:

Athletic practices during school holidays are not mandatory. The following guidelines apply as to who and when teams may practice during school holidays.

1. Labor Day: Varsity may practice AM or PM.
2. Fair Day: Varsity may practice AM ending no later than 9:30 a.m.
3. Convention: JV and Varsity may practice after 4:00 p.m. each day.
4. Christmas: No practice the day before, on, or after Christmas. Varsity practice between Christmas and New Year's Day may not occur the day before, on, or after Christmas.
5. New Year's Day: No practice the day before, on, or after New Year's Day. MS and JV may Practice after New Year's Day but not the day of or after New Year's Day.
6. Martin Luther King Day: Varsity only may practice.
7. Winter Break: Varsity, JV, and MS may practice.
8. Fine Arts Festival: Varsity and JV may practice after 5:00 p.m.
9. Easter Break: Varsity and JV may practice Thursday-Saturday after Easter.

Holiday Tournaments:

The only holiday tournament permitted is during Christmas break for Girls and Boys Varsity Basketball. The tournament must be in North Carolina and be no more than three days in length including travel.