



Athletic Handbook

Philosophy of Athletics

Since we are the ambassadors for Jesus Christ, let us conduct ourselves in word and action just as Christ would conduct Himself. (2 Cor. 5:20)

The philosophy of Christ Chapel Academy athletics is to use the various sports that we offer to assist in the spiritual development of our young men and women. First and foremost, it is vital that our coaches have a firm understanding of our mission and that they themselves are exemplifying an ever-growing and mature walk with the Lord. Of equal importance is that our student athletes understand that all of their actions should be done to the glory of the Lord. Win, lose, or draw, we will glorify the Lord and attempt to be a light to every person who sees us compete.

Affiliations

Christ Chapel Academy is a member of the Northern Virginia Independent Athletic Conference (NVIAC). Member schools include: Ad Fontes Academy, County Christian School, Calvary Road Christian School, Fairfax Home School, Fairfax Christian School, Hearts Home School, Islamic Saudi Academy, and Virginia Academy.

We are also members of the Virginia Independent Schools Athletic Association (VISAA). Information about VISAA can be found on their website (visaa.org).

Chain of Command for Handling Confrontations

The following chain of command will be used by the administration of Christ Chapel Academy whenever a problem arises within the athletic department. We want to follow the Matthew 18 principle of addressing problems between the two parties involved:

Step 1: Speak to the head coach of the team that your child plays for. It is imperative that these conversations never take place at the conclusion of a game. At this point, emotions are running high for both the coach and the parent and the outcome is very rarely positive. Please make an appointment with the coach so that each of you is in the proper state of mind when discussing the issues.

Step 2: Speak to the Head Varsity Coach if your child is a sub-varsity player. Please make an appointment or ask when the best time to call might be.

Step 3: Speak to the Athletic Director. Please make an appointment to come in and sit down with the Athletic Director. This will allow the AD to gather all the information that he/she needs in order to be prepared to talk with you.



Step 4: Speak to the Principal (this needs to be mutually agreed upon by the Athletic Director and parent)

Step 5: Speak to the Administrator (this needs to be mutually agreed upon by the principal and the parent)

Participation in Christ Chapel Academy Athletics

Coaches will have a pre-season meeting, if necessary, to gauge interest in the sport and distribute information leading up to the first tryout date.

Student athletes must have a current sports physical on file with the nurse before they will be allowed to tryout. This is not negotiable, as the school is liable if something happens to your child under our supervision.

Student athletes must have their emergency medical cards and concussion checklist filled out and turned in to the coach or Athletic Director on or before the first tryout.

Student athletes may participate in more than one sport in the same season. Coaches will work with them to help them succeed in both sports. It is expected that the student will make every effort to be at all events associated with each sport.

Athletic Fee

Every student athlete will be required to pay an athletic fee for each sport in which they participate. The fees are levied by the Administration and are subject to change year to year. This fee is due before the first scheduled game. Failure to pay the fee will prohibit the student athlete from competing in any contest. The purpose of this fee is to offset the expense of uniforms, officials, bus expenses, equipment, and other athletic department needs.



Student Athlete Eligibility

A student should be enrolled in Christ Chapel Academy no later than September 30th of the current year in order to be eligible to play organized athletics. Students who come into the school later than this date will be addressed in a case by case manner by the Christ Chapel Academy administration.

A new student must come into Christ Chapel Academy with good academic standing from their former school in order to be eligible.

A student must maintain a 2.0 overall grade point average in order to be eligible.

An athlete cannot receive an "F" in any subject.

If an athlete does not meet the criteria listed above then they will be placed on academic probation. Academic probation will begin the first Monday after interims or the end of the grading period. While a student is on probation they will not be allowed to participate in any Christ Chapel Academy games including school sponsored leagues or contests. Athletes will be allowed to participate in practices and open gyms during this time.

Once a student athlete is on probation, their status will be reevaluated as follows: If they become ineligible at the interim grading period, their grade will be reevaluated every following Monday. When grades meet our requirements their eligibility will be reinstated. If they become ineligible at the end of a nine-week grading period, they will be reevaluated at the interim grading period. At that time, their eligibility will be reinstated if their grades meet our requirements.

A student athlete may also lose their eligibility at any time due to disciplinary problems as determined by the Christ Chapel Academy administration.

Student athletes who are ineligible will not be allowed to travel with the team nor will they be allowed to sit on the bench with the team during contests. They are welcome to attend the games but must do so as a spectator.

An ineligible athlete is allowed to try-out for a team but will not compete in any contest until they regain their eligibility.



Game Day Policies

All student athletes must be at the school no later than 12:00 pm in order to play in games that night. This rule does not apply if a student has an appointment or an excused reason for being out.

Student athletes should always dress, act, and speak in a manner that glorifies Christ whether we have a home game or are visiting someone else's facility.

It is our desire to always leave a place better than we found it. We will go out of our way to leave a positive impression on every team that we play.

Each individual coach will go over their specific rules and regulations for how they want their athletes to conduct themselves.

Conflicts with Other School-Sanctioned Activities

As hard as we try, conflicts with other school departments and activities are inevitable. It is imperative that all student athletes look at their calendars and communicate to their head coach if they have a conflict. This must be done well in advance of the actual conflict. We will do everything in our power to resolve these types of issues, but there are times when nothing can be done. At that time, the athlete must choose one event over another. There will be no consequence to the athlete if they must miss an athletic event due to participation in other school activities.

Transportation

Students are expected to ride the provided school bus to all games, home or away, that require us to travel. They may ride home from the game with their parents so long as they communicate this clearly to the coach. The coach is responsible for making sure that all of our athletes make it back to the school at the conclusion of a contest. It is the responsibility of the student athlete and the parent to communicate with our coaches when they are not riding the bus back to the school.

Student athletes are not permitted to ride home with another family. If a circumstance arises that requires another family to drive your son/daughter home, then the Athletic Director/Principal should be contacted in advance to be made aware of the situation. There needs to be written documentation in the secondary office giving your child permission to ride with another family.

Student athletes, who have their license, will be permitted to drive to our home playing facilities at Howison Park and Old Hickory Golf Club. This will require documentation from the parent stating that they are in favor of their child doing this. Student drivers will not transport other students at any time.

We have asked our coaches to never leave the school until all of our athletes have been picked up. It is imperative that our parents are on time when picking up their kids. When we are traveling the kids will



be instructed to call home to provide you with a pickup time. We need to work together to make sure that we are all respecting each other's time on this issue.

Athletic Practice Policy

Student athletes are required to be at all practices. This includes the weeks leading up to the start of the school year, the Christmas break, and spring break. We understand that many families are limited on vacation time. However, please understand that there is an expected level of commitment to Christ Chapel Academy athletics. If you are traveling, communicate to the head coach and Athletic Director at least two weeks before the trip. The coach will decide how much time your son/daughter will miss upon returning from the trip, and what must be done in order to make up for the missed time.

Coaches should be contacted as soon as possible if your son/daughter is sick or has an appointment that conflicts with an upcoming practice or game.

Student athletes are not permitted to use Christ Chapel Academy facilities unless there is a member of the faculty, staff, or a coach present.

Injuries

First and foremost, it is our desire to do everything in our power to limit potential injuries to any of our athletes. However, we understand that throughout the course of the year we are going to experience some injuries. When they occur the following needs to happen:

It is imperative that all injuries that occur at a game or practice are reported to the head coach.

The coach will fill out an injury report and submit it to the Athletic Director.

- Once the information has been reported to the coach, they will make the Athletic Director aware of the situation and provide him/her with the needed documentation of the incident. The school will keep a record of all injuries in the nurse's office. This is necessary for dealing with insurance companies and their coverage.

A concussion is caused by a bump, blow, or jolt to the head. Concussions can occur from a fall or blow that causes the head and brain to move rapidly back and forth. In the event that a student is diagnosed with a concussion **by a health care professional with experience evaluating concussions**, the parent will need to provide proper paperwork from the physician with a plan to ease the student back into school. The plan should include accommodations for learning and social activities as well as information on when the student can return to physical activity.



Locker Rooms

We do not have enough lockers in our athletic facility to assign one to each of our athletes. As a result, it is important that our athletes do not leave their valuables in the locker room. All of our athletes have their own school locker and are encouraged to keep their things in that locker to ensure that none of their things disappear. CCA is not responsible for items that disappear out of the locker rooms.

Weight Room Regulations

We ask that our athletes follow these rules when in the weight room:

- Each athlete must fill out a weight lifting consent form and turn that in to the Athletic Director.
- There must always be a coach or teacher present while any of our athletes are lifting.
- Never lift without a spotter.
- There should never be any horseplay while in the weight room. Any damage that occurs to the equipment or room due to improper use must be paid for by the athlete.
- There should be no food or drink except water.
- An athlete should never work out on a piece of equipment that they have not been trained to use properly.
- All weights should be stacked and returned to the correct place before exiting the room.
- All injuries that occur in the weight room must be reported to the coach/Athletic Director and documented using one of our injury forms.
- Any athlete not adhering to the above criteria will lose their weight room privileges.

Games, Practice Times, and Locations:

All of our games and practices will be listed on schedulestar.com. This is a great resource for answering the questions you might have. If you do not find the answer posted online, then contact the Athletic Director (703-670-3822 ext. 207).

Practice Times

Practice times will be as early as we can make them in order to help our students get home as soon as possible. For most sports, practices occur in the afternoon between 3:45 and 6:00. During basketball season practices are in the afternoon and evening between 3:45 and 9:00. Our fall sports that begin in August will often practice in the mornings before it is excessively hot. Times may also vary on Federal Holidays or on days when school is not in session. We may also have before-school practices from time to time if there is an event in the gymnasium that prevents after-school practice. No practice will run past 9:00 in the evening. Listed here are the general practice times, barring the above-mentioned circumstances.



Monday:	3:45-9:00
Tuesday	3:45-9:00
Wednesday	3:45-5:30
Thursday	3:45-9:00
Friday	3:45-9:00
Saturday	8:00-6:00
Sunday	No Practice

Admission/Season Passes

The only sport that we currently charge admission for is basketball. You may purchase a Booster Pass for \$25.00. This will enable you to enter all home basketball games. This money will help support our Athletic Booster Club.

Playing Time

At the middle school level, the athletic department desires that every player be given the opportunity to play in the games. This does not mean that the playing time will be equal. However, we will do our best to allow all the players as much play time as possible. At the high school level, there is no guarantee that all players will play. It is imperative that all players and parents understand this.

A player has the right to speak to their coach regarding his/her playing time. This should be done before or after a practice, not before or after a game.

Uniforms

All uniforms are the property of Christ Chapel Academy. At the end of the season, all uniforms should be washed and returned in a plastic bag with the athletes name written clearly on the outside. If the uniform is damaged or ruined in any way, a bill will be sent home with the athlete in order to replace the damaged item.

Quitting or Dismissal from a Team

Any athlete who quits or is dismissed from a team will not be eligible to join a different team during the same season. For example, a student who quits soccer may not then join cross country. The athlete will not be considered for any team awards and will not receive a year of service as it pertains to lettering for a varsity sport. An athlete that quits a team will also not be allowed to start playing the following seasons sport until the current sport is finished. Example: If a player quits Cross Country (a fall sport) then they will not be allowed to start practicing for basketball (a winter sport) until Cross Country is over.



Sports Awards

The following four awards will be presented annually at the CCA Sports Ceremony. These recognitions are awarded to four athletes per team. The head coach of each sport will make the final decision regarding the awards recipient.

Individual Preparation Award: To be prepared to play each game with great effort and the right attitude requires several things. A player has to give his/her very best at every practice in order to be physically ready. A player needs to spend time in prayer to be spiritually ready. The player can give his/her best effort all the time and react in a way that will glorify Christ.

Individual Intensity Award: This award is given to the athlete who is fixed on, eagerly in pursuit of, and willing to work hard in making his/her life a difference, as a Christian, on the athletic field.

Team Purpose Award: This athlete's main concern is the well-being of the team. He/she is willing to make sacrifices for the team. He/she is more concerned with team success than personal accomplishments.

Lion Award: This is the highest award given to a Christ Chapel Academy athlete. It is given to the athlete who best exemplifies all of the other awards. He/she is striving to be a true example of Christ on and off the field.

There will also be a **Male and Female Athlete of the Year**. This award is selected by the administration of the school with the following criteria:

- The student must be exemplary in the classroom as far as conduct and performance.
- The student must be a leader both in the school and on the athletic field.
- The student must have at least a 3.5 GPA.
- The student must be living his/her life in a way that glorifies Christ in all the things that he/she does.

Booster Club

The Christ Chapel Academy Booster Club is comprised of current parents, grandparents, legal guardians, or relatives whose student athletes are currently in grades 6-12. The Booster Club holds fundraisers, runs the concession stand, assist all of our athletic teams, and strives to make their experience as memorable as possible. The Club generally meets once a month with the Athletic Director and Booster President. This is a wonderful way to serve the Lord and our student athletes. Any interested parents are encouraged to meet with the Athletic Director who will assist in getting them plugged into the club.



Varsity Letter Requirements

The objective of a letter award is recognition of an achievement that had been accomplished through effort and sacrifice. One who receives a letter is recognized as superior in some area of achievement.

Lettering Requirements

The head coach/ teacher/director/advisor of the sport/activity will make a recommendation to the Athletic Director or Principal as applicable at the completion of the season and/or school year. The Athletic Director, in consultation with the Principal, will make the final decision on awarding letters. Christ Chapel Academy reserves the right to withhold letters from participants who display conduct or attitude detrimental to the team/group, regardless of participation.

A student earning a letter for the first time will receive a chenille letter and a pin for the particular sport/activity. A student who has already earned a letter and is earning a letter in a second sport/activity will only receive the pin for that sport/activity. All subsequent awards will be in the form of yearly bars, one for each additional year the student letters in each sport/activity.

A student who quits a team during the year will not be awarded a letter. A student not in good academic standing during the year will not be awarded a letter. Students must fulfill the practice, conditioning, attitude and conduct requirements established by the department or head coach.

Athletics

A varsity letter will be awarded in all athletic sports. Special consideration may be given for a player who was injured or who has made a special contribution to the team. Appeals must be submitted in writing by the head coach and approved by the Athletic Director. An athlete who does not return all uniforms and/or equipment to the satisfaction of the coach and/or Athletic Director at the conclusion of the season will not be awarded a letter.

Team Manager: A manager of a team will receive the same award as a member of the team after serving varsity manager of the team for two consecutive years in one sport.

All members of the following varsity teams, grades 8-12, who finish the season in good standing will receive a letter:

Boys and Girls Basketball

Boys and Girls Soccer

Golf

Volleyball

Cross Country

Cheerleading.