



## **Athletic Handbook**

### **Philosophy of Athletics**

Our guiding theme is “Playing for an Audience of One.” This is based on the principle expressed in Colossians 3:17, “And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through him.”

The philosophy of Christ Chapel Academy athletics is to use the various sports that we offer to contribute to the spiritual and physical development of our students. To do this effectively requires the support and encouragement of our entire community of faculty, staff, parents, and coaches. We all must keep the mission and theme in mind and seek to demonstrate 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 and Sports Offered**

Christ Chapel Academy is a member of the Northern Virginia Independent Athletic Conference (NVIAC). Its 12 member schools are located throughout the greater Northern Virginia Area. For more information, visit the website, [NVIAC.com](http://NVIAC.com).

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

Fall sports: Middle School and Varsity Girls Volleyball; Middle School and Varsity Boys Soccer; Middle School / Varsity Co-ed Cross Country

Winter Sports: Middle School and Varsity Girls Basketball; Middle School, Junior Varsity, and Varsity Boys Basketball; Middle School / Varsity Co-Ed Cheerleading

Spring Sports: Middle School and Varsity Girls Soccer; Middle School Flag Football; Varsity 7 on 7 Touch Football; Middle School / Varsity Track & Field

### **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 if approved by a parent. Coaches will work together to manage practice and game expectations.

### **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 drivers, maintenance, equipment, and other athletic department needs.

### **Student Athlete Eligibility**

A student should be enrolled in Christ Chapel Academy no later than September 30<sup>th</sup> 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 on a case by case basis 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. In addition, a student may not receive more than one "Does Not Meet" conduct grade in any reporting period.

If an athlete does not meet the criteria listed above, they will be placed on probation. 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.

Once a student athlete is on probation, their status will be reevaluated as follows: If they become ineligible at the interim grading period, their academic / conduct grade will be reevaluated every following Monday. When grades meet eligibility requirements they will be reinstated. If a student becomes ineligible at the end of a nine-week grading period, they will be reevaluated two weeks into the new grading period. At that time, they will be reinstated if their grades meet eligibility 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. They may attend games and sit on the bench but may not dress for the game.



## **Game Day Policies**

All student athletes must be at the school no later than noon in order to play in games that afternoon / evening. 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 as to how they want their athletes to conduct themselves.

Coaches may authorize athletes to wear jerseys or warm ups on game day to promote team spirit; however, this must be coordinated with the Athletic Director and all teammates must wear the same uniform item(s).

## **Scheduling Conflicts with Other School-Sanctioned Activities**

Although we work to avoid them, 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 bus to and from all games that require us to travel (see the exception below for Howison Park). The coach is responsible for making sure that all athletes make it back to the school at the conclusion of a contest. Student athletes may ride home from games with the parents; however, it is the responsibility of the student athlete and the parent to communicate with the coach 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 or Principal should be contacted in advance to be made aware of the situation. There needs to be written documentation in the Upper School office giving your student athlete permission to ride with another family.

Student athletes who have their driver's license are permitted to drive to Howison Park for practices and games if they submit a letter giving them permission to do so signed by a parent. Student drivers will not transport other students.

Coaches are not to leave the school until all of our athletes have been picked up. Therefore, it is imperative that parents be on time when picking up their student athletes. When we are traveling, the athletes 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. Further, students are not to be taken home on the bus unless a coach is present.

### **Athletic Practice Policy**

Student athletes are required to be at practices when in town / available. This includes the weeks leading up to the start of the school year, Christmas break, and spring break. If it's necessary for students to miss practices or games due to family travel, please communicate this to the head coach ahead of 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**

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:

- Report any injury that occurs during a game or practice to the head coach.
- The coach will fill out an injury report and submit it to the Athletic Director.
- The coach 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.

Concussions are a serious concern. 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. CCA is not responsible for items left unsecured in 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](http://schedulestar.com). This is a great resource for answering the questions you might have. If you cannot find the appropriate information, contact the Athletic Director (703-670-3822 ext. 207).

Practice times are set by the coaches. For most sports, practices occur in the afternoon between 3:45 and 6 pm; however, it's sometimes necessary to schedule practices in the evening. No practice will run later than 9:30 pm. Our fall sports that begin in August may practice in the mornings before it is excessively hot. Practices may also be held at various times on Federal Holidays and on days when school is not in session.

## **Admission/Season Passes**

The only sport that we currently charge admission for is basketball. You may purchase a Booster Pass for \$30.00. This will enable you to enter all home basketball games. Proceeds from admission to games support our booster club, Lion Pride.

## **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, our coaches do their 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 athlete's 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 after the first two weeks of a season 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 (unless he/she does so within the first two weeks of the season). 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 season's sport until the current sport is finished. Example: If a player quits Cross Country (a fall sport), they will not be allowed to start practicing for basketball (a winter sport) until the Cross Country season is complete.

### **Conflict Resolution**

The following process should be followed whenever a problem arises within the athletic department involving parents and coaches. First, we adhere to the "24 Hour Rule." Waiting 24 hours before speaking to a coach / parent allows time to pray about the situation, get one's emotions under control, and gain a better perspective on the situation. Second, we seek to adhere to the Matthew 18 principle of addressing problems between the two parties involved:

Step 1: Speak first to the head coach. It is imperative that these conversations not 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 (remember the 24 Hour Rule). Please make an appointment with the coach to meet at a later date / time so that each of you is in the proper state of mind when discussing the issue / situation.

Step 2: 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. This meeting should include the coach and student athlete as well as the parent(s).

Step 3: Speak to the Principal (this should be mutually agreed upon by the Athletic Director and parent).

Step 4: Speak to the Administrator (this should be mutually agreed upon by the Principal and the parent).



## **Lion Pride**

Lion Pride is the name of our athletic booster club. It is comprised of current parents, grandparents, legal guardians, or relatives whose student athletes are currently in grades 6-12. Lion Pride holds fundraisers to include selling spirit wear, selling tickets / passes to games, and running the concession stand. Proceeds from fundraisers are used to purchase uniforms and equipment for all CCA athletic teams. Participation in Lion Pride is an excellent way to support our student athletes. Please contact the Athletic Director to volunteer.

## **Sports Awards**

The following four awards will be presented to four athletes per team. The head coach of each sport will make the final decision regarding the awards recipient.

*Individual Preparation Award:* This award is given to the athlete who is most consistently prepared for each game. This involves being physically prepared by giving his/her very best at each practice. It also involves being spiritually prepared by spending time in prayer. The result of this physical and spiritual preparedness will be an athlete whose play and attitude glorify God.

*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 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.

At the end of each academic year, the administration will select a *Male and Female Athlete of the Year* based on the following criteria:

- The student must be exemplary in the classroom in 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.

## **Varsity Letter / Pin Requirements**

A varsity letter / pin will be awarded for participation in all Varsity sports. To qualify, a student athlete must be on the Varsity team for the entire season. Special consideration may be given for a player who was injured or who has made a special contribution to the team. In addition, a manager of a team will receive a letter after serving as manager of a varsity team for two consecutive years.



The head coach/ teacher/director/advisor of the sport/activity will make recommendations to the Athletic Director 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 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. In addition, an athlete who does not return all uniforms and/or equipment at the conclusion of the season will not be awarded a letter.

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.