



Greenfield School

Athletic Handbook

Athletic Director: Rob Salter

Affiliations:

North Carolina Independent High School Athletic Association (NCISAA)

Coastal Plain Independent Conference (CPIC)

Greenfield School

Beth Peters- Head of School

3351 Hwy 42W

Wilson, NC 27893

Dear Parents,

An important policy document related to your child's athletic experience at Greenfield School is in the Greenfield Athletic Handbook. You can access the athletic handbook on the Athletic page of our website by going to www.greenfieldschool.org and clicking on Athletics. Then click on Athletic Handbook. You will be provided important information about Greenfield Athletics, expectations of our student/athletes and parents, and policies.

Please take the time to read the athletic handbook carefully and discuss it with your student(s). If there is a policy in the athletic handbook that you do not understand, feel free to give us a call. We will be happy to answer questions and provide clarification.

When you have read the handbook with your family, please read and sign the pledge of support and have your student sign it as well. Return the signed agreement to your child's coach by Friday, August 30th. If the signed agreement is not in by then, the student will not be able to play in the next game.

We look forward to a wonderful year and hope that you will refer to the Athletic Handbook throughout the year when you have questions about procedures and policies.

Go KNIGHTS!!!

Sincerely,

Rob Salter
Athletic Director

Table of Contents

1. Philosophy
2. Athletic Eligibility
3. Academic Probation
4. Student Athletes Goals
5. Expectations from the coaches/athletic director to the student/athletes
6. Dress Code
7. Transportation
8. Expectations of Parents
9. Sportsmanship
10. Communication
11. Responsibilities of Coaches
12. Athletic Director Job Description
13. Practices and Workouts
14. Weather Policy
15. Emergency Response
16. State Championship Banners
17. Media
18. Conference Affiliation
19. State Affiliation
20. Handbook

Philosophy

The interscholastic athletics program at Greenfield School is designed to meet and support the mission of the school. The program services student athletes' physical needs through competitive situations while permitting participants to realize their physical talents, potential and enhance self-images. Greenfield has a no-cut policy in athletics and believes that every child should be afforded the opportunity to participate in the athletic program.

Greenfield School believes that competition is an integral part of a young person's maturation process, but good sportsmanship is stressed as the foremost requirement of all team members. Greenfield is a member of a five-team independent school conference, the Coastal Plain Independent Conference (CPIC). Members of the conference include: Greenfield School, John Paul II, Christ Covenant School, Wayne Country Day School, and Wayne Christian School.

Athletic Eligibility

Student athletes are required to meet the academic standards set by Greenfield School, which are listed below. Student athletes are also required to meet the requirements set forth by the NCISAA regarding eligibility.

All students wanting to participate in the interscholastic athletics program must:

1. Be enrolled in the sixth grade or higher.
2. Not have reached his/her 19th birthday on or before August 1 of the current school year. (NCISAA Rule and Regulations, Section III, Item E).
3. Pass a physical examination and have the signed medical authorization form on file with the Athletic Director stating that the student athlete may participate in the athletics program.
5. Meet the eligibility rules of Greenfield School. Students must assume personal responsibility for maintaining an acceptable academic status. All students in grades 6-12 will be evaluated by the Head of School and Athletic Director after the end of the grading period to ensure academic eligibility. If a student-athlete's grades fall to either of the following criteria at the end of the grading period, he or she will not be able to participate in athletics and will be put on academic probation.

*****An athlete must be at school by 8:30 to participate in a game that day unless he/she has a note from the doctor.**

Academic Probation

A student in grades 6-12 is placed on academic probation for any of the following reasons:

1. Not obtaining a 73.0% overall average for the previous six-week marking period.
2. Failing a course for the previous six-week marking period
3. Failing a course for the final grade.
4. Receiving an incomplete at the end of the six-week marking period
5. Performing 25% less than target goals in an online class at the end of the six-week marking period.

Academic probation begins the day after grades are due each grading period. The first time a student is placed on academic probation his or her case will be reviewed after 15 school days. All subsequent probationary periods will be reevaluated at the six-week marking periods. A student who fails a course for the year will be placed on academic probation during the first-six weeks grading period of the next academic grading period. A student who fails a one semester course will be placed on academic probation for the next six-week grading period.

While on academic probation, a student may practice with the team, but he/she may not travel with the team to away games.

Student Athlete Goals:

Student Athletes will:

1. Strive to become the best student athlete possible through purposeful practice.
2. Practice good sportsmanship at all times.
3. Demonstrate a team-first attitude. Students should be committed to their teammates and coaches. This means, that athletes should attend practice unless there is an emergency.
4. Participate with respect for fellow players, coaches, opponents, fans and officials.

Expectations from the coaches and athletic director to the student/athletes:

The Greenfield Administration and Athletic Department expects all student athletes to attend every practice and game that a coach schedules. If a player misses a practice or a game that is not viewed as an emergency by the coach or athletic director, then the consequences are in order. It is a privilege to wear a Greenfield Uniform, and our athletes need to understand the importance of representing our school. Greenfield will be using a Three Strike system for missed practices or games.

1. First unexcused missed practice: Student conditioning- The severity is at the coach's discretion.
 2. Second unexcused missed practice: The athlete will be suspended for one game.
 3. Third unexcused missed practice: The athlete will no longer be a member of the team.
- If an athlete misses an unexcused game, he/she will receive two strikes.

If an athlete must miss a practice or a game that is considered excused, the athlete should let the coach know at the beginning of the season or as soon as the athlete knows they can't be at practice or a game.

Dress Code:

Game Day Attire- To represent an athletic team, students should dress up on game days. Boys should wear a tie with a collar shirt with long pants and girls should wear dress, skirt, or nice pants. Shorts, blue jeans, and sneakers are not allowed.

Transportation:

All athletes must ride to athletic events with their team. With the coach's permission on return trips, a player may ride with his or her own parents or with another parent, if a note, email, or phone call is given to the coach in advance.

Students are not allowed to ride with other students to or from a game without a parent in the car.

Expectation of Parents:

Parents will:

1. Demonstrate excellent sportsmanship at all athletic events.
2. Support their child's efforts as well as the decisions of the coaching staff and the Director of Athletics.
3. Become an active member of the Knights Club as a volunteer and contributor in support of the athletic program.
4. Pick up their child on time after games and practice.

Sportsmanship

The NCISAA and Greenfield School believe strongly that all athletic competitions should take place in an atmosphere of friendly rivalry; good sportsmanship should be evident at all times. As a member institution of the NCISAA, Greenfield School follows the sportsmanship code of the state association found in the NCISAA Handbook.

NCISAA Sportsmanship Code

The NCISAA recognizes that independent school interscholastic athletic events must be conducted in such a manner that good sportsmanship prevails at all times. It is necessary that administrators and coaches be individually and collectively responsible for taking every possible step to promote good sportsmanship at every interscholastic event.

These steps must include the provision of safe and adequate facilities for participants, spectators, and officials; the best possible officials for the events; and, adequate control of spectators, players, pre-game and post-game activities. Every effort must be made to promote a climate of wholesome competition. While the NCISAA governs varsity play, middle school and JV teams are expected to honor the NCISAA rules of sportsmanship.

Failure to comply with any NCISAA rules or regulations may result in the school having to:

§ Forfeit a game or match.

§ Lose state tournament privileges.

§ Be fined by the NCISAA Executive Director as defined by the NCISAA Bylaws.

§ Be suspended or expelled from the NCISAA.

Communication:

Greenfield School's Athletic Department understands how difficult parenting is today. We are also aware of the many difficulties our coaches face educating our students through athletics while also creating competitive programs. It is the hope of Greenfield's Athletic Department that parents will be involved in their child's athletic careers while at Greenfield; we also understand the importance of the coach-student athlete relationship. Clear, concise communication between coach and athlete is the cornerstone of all successful athletic teams, and to a greater degree, a successful athletic program. Below are guidelines that have been established to create clear and direct communication between athletes, parents, and coaches.

Communication Greenfield student/athletes should expect from their coach:

1. Team Expectations and Goals
2. Locations and times of all practices and games
3. Team rules
4. Team camps and off-season training

Communication Expected of Athletes to Their Coach:

1. Advanced notice of any conflicts with practices and/or games (this should be a rare occurrence)
2. Any injury that might occur
3. A private conversation with the coach when the student-athlete has concerns with the team or his/her role on the team

Contact Information:

As your son/daughter becomes involved in Greenfield's athletic program they will become part of some very rewarding experiences. When things do not go the way you or your son/daughter would like them to, you are encouraged to call our Athletic Director, Rob Salter, to discuss with him any of your concerns. It is our experience that frustration may occur over time, which does not support a

healthy relationship within our athletic program. We do ask all parents to please wait 24-hours after a game, before placing any calls.

There are times when things seem much worse in the moment than they do after time has elapsed. If you still feel there is a need to talk after 24-hours have passed, please call the Athletic Director.

There may be times when a conference between the coach, the player, and his or her parents becomes necessary and provides everyone with a clear understanding of each other's position. The following procedures should be followed to help promote a resolution:

1. Please wait until the next business day to initiate any communication.
2. If you feel the need to speak with a coach after the game, please find or call the athletic director before approaching the coach.
3. However, if you are unsatisfied with the response you received, please contact the Athletic Director to set up a time where the situation can be discussed and healthy relationships can be maintained.

Greenfield School's Athletic Department believes that part of the role of education through sports is to teach our athletes and our community to conduct themselves with sportsmanship and respect for the opponent and officials. The Greenfield community focuses on encouraging our teams and players, while not disrupting or confronting the officials, opposing players, or fans.

We expect our community to not only encourage our teams, but to be a positive support system for our athletes and coaches. This type of behavior creates and promotes a wholesome atmosphere that enhances Greenfield School's overall athletic program.

The goal of the Athletic Department is to provide a program that is positive and successful. Clear, concise and open communication between coaches, athletes, and parents is essential in providing an environment that fosters growth to all involved.

Responsibilities of Coaches

Coaches report to the Athletic Director. The duties and responsibilities of coaches include the following:

1. Instruct student athletes in the proper fundamental skills of each sport, always keeping safety in mind, with the goal of improving each participant's skills to his/her maximum level.
2. Enforce all NCISAA, CPIC, and Greenfield School rules regarding eligibility and practices.
3. Establish team rules that follow the policies of Greenfield School and enforce them fairly.
4. Establish and maintain good communication with student athletes and their parents to keep both well informed about any important team information.

5. Supervise assistant coaches' conduct.
6. Submit the final team roster to Athletic Director after try-outs and report any roster changes immediately to the Athletic Director.
7. Supervise all practice sessions and never leave sessions unsupervised.
8. Report all athletic related injuries to the Athletic Trainer and Athletic Director in a timely manner.
9. Ensure that game uniforms are worn properly and in their entirety during athletic contests.
10. Stay informed about your student athlete's grades and conduct.
11. Issue and collect uniforms and equipment in a proper and timely manner.
12. Ensure the safety of student athletes waiting for rides following practices and games. Never leave a student unsupervised.
13. Report all game scores to the newspaper as soon as possible after the conclusion of each contest.
14. Maintain you MaxPreps sport website. Your roster, schedule, and results must be updated weekly.
15. Attend coaches' meetings required by the CPIC and NCISAA.
16. Keep team and individual statistics throughout the season.
17. Submit to the Athletic Director at the conclusion of the season a team roster, individual and team statistics, and the names of award winners.
18. Establish and maintain good communication with student athletes and their parents to keep both well informed about any important team information.

Athletic Director

The Athletic Director is responsible for all facets of the Greenfield School interscholastic sports program. In that position he/she must recognize and implement all policies, regulations, and expectations of Greenfield School, the North Carolina Independent Schools Athletic Association, the Coastal Plain Independent Conference, and the National Federation of High Schools (NFHS).

Job Description of the Athletic Director

The Athletic Director reports to the Headmaster and provides overall leadership and coordination among the various sports to facilitate programs that provide students a worthwhile learning

experience in a competitive atmosphere. The duties and responsibilities of the position include the following:

1. Prepare and schedule the school's athletic competitions for all sports teams.
2. Render decisions regarding the cancellation or suspension of athletic events due to inclement weather.
3. Coordinate and ensure that transportation, travel, officials, facilities, concessions, and security are properly provided and orders supplies as necessary.
4. Work with school groundskeeper to maintain athletic facilities and playing fields.
5. Administer the athletic program to ensure teams have proper equipment that meets/exceeds established safety requirements.
6. Negotiate and maintain agreements with athletic agencies involved in the scheduling of athletic competitions including the securing of appropriate venues and officials as needed.
7. Establish dismissal and departure times for student athletes.
8. Maintain and update the Athletic Calendar on the Greenfield School Website
9. Organize and supervise volunteers and staff for various sporting events including gate keepers, concession workers, scorebook keepers, and time keepers and scoreboard operators.
10. Work with coaching staff to solve any problems that may arise.
11. Maintain individual team records for annual reporting.
12. Assume responsibility for student body behavior at athletic events.
13. Ensure that all coaches and players adhere to the NCISAA guidelines and report any ejections to the NCISAA.
14. Organize and oversee annual athletic banquets and awards ceremonies.
15. Serve as the leader for the Knights Club and organize all fundraisers and projects.
16. Serve as the backup / fill-in for coaches unable to meet coaching obligations.
17. Represent the school on various committees, meetings, or projects as needed.
18. Serve as a liaison between the school and media outlets regarding athletic programs.
19. Report all necessary athletic information regarding the school to the NCISAA.

Practices and Workouts

As a member of the NCISAA, Greenfield School follows and enforces the following standards regarding practices and/or workouts that can be found the NCISAA Handbook.

Official practices: Set by the NCISAA (Subject to change)

Fall Begins the week of August 1st and ends the last Saturday in October.

Winter season begins the week of November 1st and ends the fourth Saturday of February.

Spring Begins on the third Monday in February and ends on the Third Saturday in May.

Offseason Workouts:

Coaches may have offseason workouts, but they can't make it mandatory and they must follow the NCISAA Guidelines for offseason workouts.

Weather:

1. Greenfield will not **practice** outside if the Heat Index is over 100 degrees.
2. All cancellations due to weather will immediately be posted on the Greenfield School Website and will be decided by 1:00

Emergency Response

Student safety is always the most important factor at any athletic practice or event at Greenfield School. All coaches must make every effort to provide proper instruction to all athletes regarding their safety.

To help insure the safety of student athletes, coaches should:

1. Ensure all student athletes have completed physical examinations.
2. Report all injuries that take place in practice and/or games to the Athletic Trainer and Athletic Director.
3. Use a variety of drills and techniques to condition athletes to perform in a safe and effective manner.
4. Inspect facilities and equipment on a regular basis for hazardous areas or substandard equipment used for practice and games.

5. Make sure athletes have unlimited access to water and schedule frequent breaks.
6. Remove all teams from outdoor facilities when thunder is heard and remain off the fields until 30 minutes after hearing the last thunder.
7. Educate players and parents about, as well as abide by, the guidelines set forth by the Gfeller-Waller Concussion Act Policy.
8. Educate players and parents about, as well as abide by, the guidelines set forth by the NCISAA Heat Acclimatization Policy.

If an injury or accident occurs to a student athlete from the opposing team, Greenfield School will have a member of the coaching staff assist and help the injured player. The injury should be reported to the Greenfield Athletic Director so the opposing school's Athletic Director can be informed.

State Championship Banners/Signs

Greenfield School recognizes all teams that win state championships and state runner up by displaying a championship banner in the Greenfield gym.

Media

All coaches are responsible for contacting local media outlets to report game scores immediately following the game and updating information on apasports.org.

Conference Affiliation

Greenfield School is a member of the Coastal Plains Independent Conference (CPIC). The CPIC offers an avenue for Greenfield School varsity teams to advance to NCISAA state playoff competition.

CPIC Member Schools

1. Greenfield School
2. Friendship Christian (Raleigh, NC)
3. John Paul II (Greenville, NC)
4. Wayne Christian School (Goldsboro, NC)
5. Wayne Country Day School (Goldsboro, NC)

State Affiliation

Greenfield School is a member of the North Carolina Independent Athletic Association (NCISAA). Greenfield School is classified as a 1-A school within the NCISAA.

More information regarding the NCISAA may be found at www.ncisaa.org.

I have read the Greenfield Athletic Handbook, and I agree to abide by all the rules and guidelines stated there. I understand that if I violate these policies, I will be disciplined by the Athletic Department.

Student's signature: _____

Date: _____

As the parent or guardian of this student, I have read the Greenfield Athletic Handbook thoroughly. I understand the policies and procedures outlined there, and I pledge my support in assuring that my student and my family will abide by the rules that govern Greenfield School Athletics.

Parent or Guardian Signature: _____

Date: _____