

The Academy
11800 Lowell Boulevard
Westminster, Colorado 80031
(303) 289-8088
www.theacademyk12.org



Athletic Handbook For Parents and Athletes 2018-2019

Revised May 2017



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THE ACADEMY 2016-17 ADMINISTRATION

Executive Director/CEO - Tony Fontana
Executive CFO - David Floodeen
High School Principal (9-12) - Cody Clark
Junior High Principal (7-8) - Leigh Florita
Assistant Principal &
Athletic Director (7-12) - Aaron Riessen

SPORTS OFFERED AT THE ACADEMY

The following athletic programs are offered at The Academy:

Junior High

Baseball, Boys and Girls Basketball, Boys and Girls Cross Country, Football, Girls Soccer, Girls Volleyball

High School

Baseball, Boys and Girls Basketball, Boys and Girls Cross Country, Boys and Girls Soccer, Cheerleading, Football, Girls Softball, Girls Volleyball

If The Academy does not offer a sport that a student wishes to participate in, they may participate through their district mandated home school. If interested please contact the Athletic Director and coaching staff at the other school as well as the Athletic Director at The Academy.

2016-2017 ATHLETIC FEES

HIGH SCHOOL

First and Second sport \$115 each
Third sport played
(if all 3 sports are played at The Academy) Free

JUNIOR HIGH

First and Second sport played \$90 each
Third sport played Free

Students who qualify for Free or Reduced Lunch must provide a copy of that completed paperwork to the Athletic Secretary in order to receive consideration for a reduced athletic fee.



ATHLETICS AND PHYSICAL EDUCATION CREDITS

Students can receive .5 credit per sport for participation in athletics at The Academy. Students may receive up to one full credit per school year. Please check with the Academic Office to obtain the Sports Credit Form.

Credit Guidelines

1. Student must attend practice from the beginning to the end of the season.
2. Student must complete the season with the team.
3. Student cannot miss more than 2 weeks of practice.
4. Students who had a serious injury may still receive credit if they continued to attend practice as a sideline observer.
5. Head coach must sign the form for credit approval.
6. Team managers may receive elective credit if the above guidelines were met.

THE ACADEMY ATHLETIC VISION

The Academy Athletics' Department vision and goal is to be a leader of interscholastic athletics and to be an extension of the overall educational experience. With this vision and goal, the characteristics that we value at The Academy in all of our students: **Respect** for self and others, **Responsibility** for our actions, to the team and to do what is right, **Integrity** to do what we say we will, to practice **Kindness** in that we treat others as we want to be treated, **Courage** to stand up for what we believe, and to practice **Self Control** in all that we do. We believe that this will provide the framework for lifelong success.

PHILOSOPHY OF ATHLETICS AT THE ACADEMY

The athletic programs at The Academy are to be an educational experience. Participants are to be taught how to work hard and experience the satisfaction that goes with giving their best in whatever they do.

The athletic department at The Academy will emphasize the importance of discipline, class, professionalism, sportsmanship and effort. Team concept will be taught and practiced. A sense of community will be fostered throughout this process allowing students to respect and support one another.

Our philosophy is to allow students a chance to develop athletic skills while, at the same time, providing a competitive climate. We want our students to show outstanding character while participating in athletics. Coaches/Parents/Players need to be exemplary role models for others. The athletic programs should also promote school morale and provide an additional source of self-esteem for our students.

All sports below the high school varsity level are considered *developmental*. Although winning is important, it is not the most important thing below the high school varsity level. Below the high school varsity level, it is up to the coach to first figure out how to get playing time for everyone *and* second how to win the game. The line can be very fine sometimes. As one travels through the continuum of athletics from junior high junior varsity teams up through high school junior varsity teams, the emphasis begins to shift from a participatory environment to a more competitive environment. The athletic department expects that all participants gain the opportunity to grow as athletes through both practices and games/meets. While achieving equal playing time is usually impractical, it is incumbent upon the coaches to allow students playing time that will promote their individual growth. There are, however, some



exceptions to this philosophy. If a team is participating in a tournament, for example, the goal is to win the tournament. The coach will use his/her discretion as to appropriate playing time to secure the best outcome.

SAFETY

The safety of our athletes is top priority of The Academy. Coaches are expected to create and maintain a safe environment for all athletes. All participants must be aware that other athletes' physical safety is very important and they must avoid any type of aggressive action which could lead to the injury of another participant. Participants are to avoid any activity which could lead to injury if not supervised by an assigned faculty member or coach.

SPECIFIC ATHLETE OBJECTIVES

1. To provide opportunities to learn games and improve playing skills to the best of their abilities.
2. To develop physical fitness and desirable health, hygiene and safety habits
3. To provide opportunities to make real friends with team members and widen circles of friends by meeting student athletes from opposing teams.
4. To provide opportunities to observe and practice good sportsmanship.
5. To realize that athletic competition is a privilege that carries definite responsibilities with it.
6. To reap the benefits of the special type of discipline that comes from participation and competition.
7. To understand the concept of teamwork and the individual's role as a team member.

COMMUNITY OBJECTIVES

1. The community should realize that control of and responsibility for school athletics rests entirely with the school authorities.
2. School athletics should furnish a recreational opportunity for the general public as long as a community is willing to see that the program is conducted solely for the benefit of student competition and student spectators.
3. The community should judge the success of the season on the number of participants, the number of spectators, new skills acquired, good citizenship and good sportsmanship taught, rather than on the number of games won or lost.
4. The community should constantly keep in mind that an athletic contest is part of the school program and therefore is governed by the same philosophy.

SCHOOL AND STUDENT BODY OBJECTIVES

1. Athletics should be educational.
2. Athletics should promote pride in one's school and community.
3. Proper student interest should be promoted.
4. All visiting schools should be treated as guests.
5. School policy should be consistently applied so as not to provide student athletes with special privileges.
6. Sportsmanship, fair play and good citizenship should be the goals of all student athletes.
7. Every effort should be made to provide the best coaching, facilities and equipment possible within the economic constraints of the school's budget.



EXPECTATIONS OF THE COACHES

- The health, safety and well-being of student-athletes are primary concerns for a coach.
- The coach controls the actions of his/her athletes both in competition and out of competition when they are representing The Academy.
- The coach emphasizes the necessity of being a team, even in individual sports. One person is not responsible for winning, nor is one person responsible for losing.
- The coach should do the best job he or she is capable of doing and treat all student-athletes with respect and fairness.
- The coach keeps an open line of communication between him/herself and the student-athletes, Athletic Director, school administration and parents.
- Coaches are encouraged to attend coaching clinics to continue to improve him/herself and his/her programs.
- The coach should keep the Athletic Director informed as to any problems, dismissals, honors, etc. that happen in his/her program.
- The coach will follow policies, procedures, and school rules. It is a coach's responsibility to keep current on all guidelines.
- The coach will show professionalism and sportsmanship at all times and should instruct student-athletes to display the same.
- Coaches are mentored by the Athletic Director to create the best possible opportunity for success for each student.
- Coaches will immediately notify parents/guardians if their athlete sustains an injury at practice or a game.

At the high school varsity level, the expectation is that the coach plays the athletes that will result in the best possible outcome of the game/match/meet. There are no playing time guarantees at the high school varsity level. The sub-varsity levels will serve more for player development, however, equal playing time is still not guaranteed.

EXPECTATIONS OF THE STUDENT ATHLETE

- The team's goals, welfare and success must come before any individual.
- Consistently attend all practice sessions, including weekend and holiday periods.
- Players must be receptive to coaching.
- Team members are responsible for all issued uniforms and equipment.
- As a member of a team, a student athlete must agree to and follow all team rules. Student athletes need to remember that they are ambassadors and represent not only themselves, but the coach staff and the school.
- If injured, a student athlete must report all injuries to either the coach or the athletic trainer.

PROFILE OF A SUPPORTIVE PARENT

- Support your child and attend as many contests as possible.
- Avoid putting pressure on your offspring to start, score, or be the star of the team.
- Support the coach in public around other parents and fans.



- Avoid speaking negatively about the coach in front of your child. It may create a major barrier in the child's hope for improvement in the sport.
- Understand the ultimate purpose of athletics. It exists as an integral part of the total educational mission of the school, and participation in athletics is a privilege and not a right.
- Serve as good role models for the students, athletes, and other fans.
- Appreciate the educational opportunity that your child is receiving in our athletic program. This includes the enormous time and effort provided by the coach.
- Attend the pre-season parents' meeting and read our Athletic General Information Sheet (included in the athletic registration packet).
- Serve as beacons of good sportsmanship.
- Show respect to everyone involved in school athletics—the coach, athletes, fans, officials, teachers, staff, and administrators.
- Follow the chain of command of The Academy when you have a concern. Talking to the coach is always the first line of communication.
- Express concerns and questions in a courteous and civil manner and do it at the right time and in the proper setting.
- Abide by all regulations, and procedures for our athletic program.

CHSAA PRACTICE REQUIREMENTS

STUDENT FIVE - DAY PRACTICE REQUIREMENT -- Each student competing in an interscholastic sports program must have had a minimum practice period of five days in his/her sport(s) (exclusive of Sundays) before representing his/her school in an interscholastic contest or scrimmage.

EXCEPTION 1: A student must have five days practice in all contact sports prior to participation in an interscholastic scrimmage or contest. If a student competes in a second sport during the same season, one of which is a non-contact sport (tennis, golf, swimming, gymnastics, baseball, softball, skiing, spirit, volleyball, cross country and track and field), then the student is exempt from the practice requirement in the non-contact sport.

EXCEPTION 2: A student participating in football must have 9 practices in order to represent his/her school in an interscholastic contest or scrimmage

SUNDAY CONTACT -- No high school interscholastic contests, practices for interscholastic contests, camps, nor association between participants and coaches/directors of any activity from the student's school shall take place on Sunday at any time during the school year. (This is to include both in-season and out-of-season sports/activities other than those noted in the Music By-laws.) The Commissioner may, when deemed advisable, allow postponed state-level events to be played on Sunday. Teams playing on Monday in district, regional or in a state-culminating event will be exempt from this rule.

THE ACADEMY PRACTICE POLICIES

The Academy athletes are expected to give complete concentration and effort every time they step on the practice floor/field. It is our goal to out-work every single opponent! Players must be dressed, taped and ready to go at the time practice is scheduled to start. If this is not possible, the player must inform the coach of the reason prior to the end of the school day. Attendance at all practices is required. This



includes practices on Saturdays and over school holidays (if applicable). Missing practices can affect playing time.

The head coach of each sport will establish practice attendance requirements and consequences to be distributed *in writing* to all players and families prior to the start of that season.

Exceptions: Of course, those sick or injured need not participate in practice until they are healthy enough to do so. However, players are expected to watch practice when they can, even if they are not healthy enough to take part. Players may need to miss practices due to academic needs; such absences are permitted only after all other possibilities have been tried (before school and during free periods, for example). If a student is late to practice for academic reasons they must still attend half of the days' practice and bring a note from the teacher. The coaching staff fully understands players and their families will plan vacations during the course of the year. However, the coaching staff hopes that the player and their families realize the importance of practice to the success of the program, and will try to schedule trips around the practice schedule. If a player is going to miss a practice due to family plans, please discuss this with the coach prior to leaving.

The Academy athletes are expected to display discipline and dignity at all times. For this reason, practice expectations include the following:

- Display the character traits of The Academy: Self-Control, Courage, Respect, Responsibility, Kindness, and Integrity.
- Positively acknowledge the efforts of your teammates.
- Hustle from drill to drill, and from different positions within drills.
- Make eye contact with coaches. Give total concentration at all times when a coach is speaking.
- Do not complain about officiating.
- Treat teammates and team managers with respect.

When these expectations are not met, sanctions will be instituted. Depending on the severity of the situation, the following means will be used to deal with violations of the above:

A stern warning that expectations are not being met; A private discussion between the player and the coach to communicate that a problem exists and must be solved; Practice, game or season suspension (used only after all other means have been exhausted).

Practice Calendar

Practice calendars will be available from the coach for each sport or listed on The Academy Athletics website for the specific sport.

SCHOOL ATTENDANCE

Students must attend school a minimum of one-half (4 classes) of the daily class schedule the day of a practice or scheduled contest in order to participate that day. When the competition falls on a



Saturday, attendance from Friday will be monitored. Exceptions to this rule will be considered if arrangements are made with the athletic director prior to the date or activity.

Student athletes are expected to be proactive in communication with teachers about all missed classes due to competitions. Arrangements for making up missed work must be made prior to the absence.

SCHOOL SUSPENSIONS

If a student is suspended from school, they may not practice, participate or attend any school-sponsored activity during that suspension. If a student is suspended during a sport season (beginning on the first day of practice), they will be also suspended from the next contest of that sport.

ELIGIBILITY

A student becomes a member of their school team when they report to practice. To be eligible to represent the school in any interscholastic athletic competition, the student must:

- Be an undergraduate of the high school.
- During the period of participation, the student must be enrolled in a minimum of five (5) classes. In order to be eligible, a student enrolled in seven (7) classes must pass at least six (6) classes. A student enrolled in six (6) classes must pass at least five (5) classes. A student enrolled in five (5) classes must pass at least five (4) classes.
- To be academically eligible for the semester, a student must meet the above stated eligibility requirements for their semester grades. Students who have not met the academic eligibility requirements stated above for the semester may regain academic eligibility (should they meet the requirements at the time) on the sixth Thursday following Labor Day for the first semester and on the Friday immediately prior to March 10th for the second semester.
- A student is ineligible to enter interscholastic athletic competition if their date of birth is prior to August 1, 1994. The student may not participate in the upcoming school year if he/she reaches their 19th birthday prior to August 1.
- At a four-year high school, a student is allowed up to eight (8) consecutive semesters to compete.

Each Wednesday at The Academy, teachers will update grades so that the Athletic Department can pull grades and complete the eligibility report on Wednesday afternoon***. This report will be given to coaches by the end of the day on Wednesday. **Any student-athlete receiving 1-F or 2-D's will be declared ineligible.** Coaches will inform the student-athlete of their ineligibility. Reported eligibility grades can only change if a teacher makes a mistake while entering grades. If a student is determined to be ineligible, they will not be able to participate in any contests from that Sunday until the following Sunday. A student will remain ineligible for that seven-day period, regardless of how their grades may change during that week.

Ineligible students may still practice. They may not sit on the bench or wear any part of the uniform during any contest during the ineligible period. Ineligible students will not travel to away games with the team. Coaches are encouraged to create stricter eligibility guidelines. Stricter eligibility guidelines must be clearly communicated in writing to parents and students before the start of the season.



** If teacher work weeks that are shorter than four days, the Athletic Director may decide to use the previous week's grades to continue on for the next week's eligibility, or the Athletic Director will pull grades the next available date upon the return of the extended break (this is the only scenario when the grades from a particular week affect eligibility for that same week). In either case, the Athletic Director will give the coaches prior notice as to the decision. It is then the responsibility of the coaches to inform their athletes of the adjustment for eligibility during that particular week.

Winter high school sports athletes who become ineligible for the second semester because of their first semester grades will be dismissed from the team for the remainder of the season as they will have no opportunity to participate in a contest for the rest of the season.

SCHOOL FEE'S AND PARTICIPATION

All school fee's must be paid in order to participate in athletics at The Academy. Any outstanding balance should be reconciled with the finance office prior to participation.

COMMUNICATION PATHWAYS

Guidelines for Parent and Student Athlete Communication

The protocol when resolving an issue between student athlete and coach is as follows:

1. Student athlete will make an appointment and meet with the coach.
2. Student athlete and parent will make an appointment and meet with the coaching staff.
3. Student athlete and parent will make an appointment to meet with coach and athletic director.
4. Student athlete and parent will make an appointment to meet with coach, athletic director, and principal.

All meetings with coaches are to be made by appointment only. Coaches will make their contact information available to parents. Parents will refrain from calling coaches at their homes, unless completely necessary. There will be no meetings between parents and coaches on the athletic fields, gyms, or locker rooms.

Please do not discuss problems with a coach immediately after a game as it is always better to allow time to reflect on how to arrive at an amicable resolution with positive results. Please wait twenty-four hours after a given contest to approach the coach with any concerns.

Coaches are NOT required to discuss player position, playing time, offensive, defensive or game philosophy/decisions or other players with parents.

There will be no establishment of parent groups, websites, athlete groups, etc., without the written consent of the head coach, athletic director, and the principal of The Academy.



Parent / Coach Meetings

The Academy believes in providing the best forum for meeting with parents and resolving issues in the most amicable way. All requested meetings with a coach should be by appointment only. Meetings should take place after practice at the school. We feel that two coaches should always be present; this will include the coach most closely involved with the situation and another member of the coaching staff. No meetings will take place on the day of a game (before or after) so that issues can be resolved in an amicable and positive manner. All meetings should be conducted face to face -- not over the telephone. Meetings may be set up by telephone, but concerns should be discussed at an agreed upon meeting time.

LETTERING REQUIREMENTS

Each coach will establish lettering criteria prior to the season, to be approved by the Athletic Director. Players and parents will be informed in writing by the coach at their pre-season meeting of these requirements.

Coaches' discretion may be used in awarding letters in the cases of:

- Injury
- Teams or individuals qualifying for state competition

High School athletes who complete the season in good standing but do not qualify for a varsity letter will receive certificates.

CUTTING ATHLETES

The Academy reserves the right to keep team participants to a determined number of athletes for teams. While the coaching staff would like to keep all athletes that are interested, players sometimes lack the basic skills or proper attitude to help build a strong program. Whenever possible, The Academy coaches will not cut players. Coaches will notify players and parents no later than the first day of practice of their intent to cut or not cut athletes.

DRESS CODE FOR PLAYERS

Coaches may establish a game day dress code for their team with approval from the school administration.

EQUIPMENT AND UNIFORMS

Players are responsible for all equipment and uniforms checked out to them. Players who lose, misplace, have stolen, or damage any equipment or uniform are financially responsible to replace them. All uniforms must be returned within 1 week of the end of the season. Failure to turn in a uniform will result in the athlete paying for the replacement of the uniform.



TRANSPORTATION

The Academy will be using buses for our away games, excluding certain Saturday games. Coaches will notify athletes and parents of any contest that will not have a bus provided. A parent must sign off with their athlete's coach if they choose to give their athlete a ride home after a contest. *Transportation paperwork must be on file with the athletic department in the event a bus is not provided for a contest.*

INJURIES

If a player becomes injured, the top priority of the coaching staff is to make sure that player is healthy before he is allowed to participate in games or practices. The following steps should be followed when dealing with injuries:

Take all steps to prevent injuries. This may include purchasing supportive braces, taping ankles prior to practice, and/or stretching properly before games and practice. If an injury does occur, the player should report it to the coaching staff immediately. When injured, a player should follow the rehabilitation program described by the player's physician. The decision of when to return to play will be left to the player, player's parent and their physician. The health of the player will not be compromised for wins or losses.

TRAINING RULES

The use of or possession of alcohol, tobacco, or drugs, in any form will not be tolerated. Besides being illegal in most cases, the use of these substances is dangerous to the user and detrimental to athletic performance. It will be understood that the illegal consumption, possession, or use of alcohol, tobacco, or drugs in any form will constitute grounds for immediate disciplinary actions at the discretion of the coaching staff and school administration. First offense=Suspension for 1/5 of possible contests; Second offense= 2/5 of possible contests; Third offense= 1 year suspension from all athletics.

HARASSMENT, INITIATION, OR HAZING

Any actions that are deemed to be harassment, initiation, or hazing will not be tolerated. It is The Academy's expectation that all students on our teams will have the opportunity to be treated with respect and dignity. *Should any student be involved in harassment, initiation, or hazing toward another student, they will be immediately dismissed from that team and may face other disciplinary actions from the school.* Following that, the Athletic Director, in consultation with the school administration, will determine if that student will have the opportunity to participate in any other activities in the future. It is understood that it is the athlete's responsibility to immediately report any acts of hazing that they become aware of to a sponsor, teacher, counselor, school support staff, coach or administrator within the school.



QUITTING A SPORT

Proper Procedure for Quitting a Sport

The student must first make their reasons known to the coach. Second, the athlete must return all equipment and clear all financial responsibility with the school. *Please make a very careful decision before quitting. Once a student / athlete has competed in a scrimmage or a game the athletic fee will not be reimbursed.*

Any student who participates in school sponsored athletic programs at the High School level and quits the team (i.e. football team, cross-country team, basketball team, baseball team, soccer team, softball team) will be prohibited from participating in preseason workouts, team workouts or regular season practices and games in another sport, until the athletic season for the sport the student was participating in has been completed. Example: A student that decides to quit playing volleyball midseason may not participate in basketball preseason workouts until the volleyball season is complete.

The Academy Athletic Department believes that this will assist all programs in promoting responsibility, commitment, and accountability in our individual athletes.

FUNDRAISING

Fundraising is a vital component for all sports at The Academy. Fundraising assists in funding the athletic programs and helps with the purchase of athletic equipment, uniforms, tournament entry fees, athletic camps, etc.

The type of fundraiser and the number of fundraisers will be at the discretion of the coach and approved by the athletic director. Coaches may create fundraising goals and top seller incentives, but will not penalize low sellers by taking away playing time.

BUILDING SUPERVISION

All head and assistant coaches must remain on the school property after all practices, games etc., until all players have received a ride home. At no time may a coach leave the premises unless they have made arrangements with the other coaches or Athletic Director. The staff is responsible for the safety of the students here. Please be sure to make proper and timely arrangements with your parents for rides home.

With this in mind, our coaches should not be expected to spend inordinate amounts of time after practices/games waiting with a student for their ride. Parents and guardians need to make plans to pick their child up from school in a timely, efficient manner.

PARENTS AND SPECTATORS

Parent/Fan attendance, win or lose, is a very positive and encouraging statement for student-athletes. Therefore, attendance is encouraged by parents/fans. Schedules for each season are available prior to the start of the season on the school website.

School athletic programs are designed for student learning, skills enhancement and competition. A positive parent/fan attitude towards sportsmanship greatly enhances the student athlete's learning



experience. It is imperative that our spectators behave in an appropriate manner that sets the best example possible for our students. The authority to control spectator behavior as defined in the athletic by-laws of the Colorado High School Activities Association is the responsibility of the school officials in charge of the athletic contest. *Should a spectator deviate from respectable and admirable behaviors, they will be asked to leave.*

CHSAA SPORTSMANSHIP GUIDELINES

1. Be courteous to all participants, coaches, officials, fans and staff
2. Know the rules, abide and respect the officials decisions
3. Win with character and lose with dignity
4. Display appreciation for good performance, regardless of team
5. Exercise self-control and reflect positively upon yourself, team and school
6. Permit only positive sportsmanship behavior to reflect upon your school and activities

Unacceptable Behaviors:

1. Reading newspapers, turning backs, making disrespectful actions or cheering for your own team during opponent introductions
2. Derogatory/disrespectful yells, chants, songs, gestures
3. Laughing, pointing fingers, name calling, etc. directed at opponents in an attempt to distract
4. Any attempt to degrade an excellent performance by opponents
5. Booing or heckling an officials decision
6. Criticizing the merits of officiating
7. Displays of temper or arguing with an official's call
8. Derogatory remarks towards an official
9. Talking to the news media about displeasure with the officiating
10. Displays of anger, boasting, use of profanity, bouncing beach balls, antics that draw attention to you instead of the contest
11. Doing yells/gestures such as "you, you, you!" while pointing a finger at a fouling player
12. Refusing to shake hands or give recognition to a winner for a good performance
13. Blaming loss on officials, coaching or individual contestant's performance
14. Victory celebrations by fans and spectators on the playing field or court immediately after the contest

Cheering should be kept positive with the overall rule "WE CHEER FOR OUR TEAM" including:

1. When your team enters the field or floor
2. When your team or player makes an exceptional play
3. As encouragement and tribute to an injured player when the player leaves the game
4. When an opponent, who has played spectacularly, leaves the game
5. As encouragement to own team in its drive for a score or in defense of its goal



Cheering should NOT occur when:

1. A player is attempting a free throw, calling signals at the line of scrimmage, serving a volleyball, etc
2. When any player makes a mistake
3. When the opposing player is penalized
4. When any player is injured
5. During important announcements being made over the public address system
6. When an unsportsmanship act has occurred or is occurring

Also: All artificial noisemakers are prohibited (cowbells, drums, whistles, horns, plastic clackers, thunder sticks, etc.) Bleacher kicking is allowed, if the school approves, but is not allowed at inappropriate times as listed above (during free throws, serving volleyball, mistakes, injuries, etc.)

All banners must be positive and must be approved by game management. They cannot block the view of others.

THE ACADEMY ATHLETIC PARENT VOLUNTEER PROGRAM

Assisting coaches and The Academy athletic program is necessary to the success of the program. The following is a list of common needs that each sport will have. We ask that each team have parent's that volunteer to assist in filling the needs of a given sports team. Please speak with your coach for more details on volunteer opportunities.

- Concessions – Assist with running the concession stand throughout the season.
- Admissions – One parent per game.
- Help with Awards banquet – Coordinate with coaches to set up and arrange the event.
- Running the Game Clock – Need one consistent person for all home games.
- Score Book – Need one consistent person for all home games.
- Team dinners – Need 3-4 helpers along with one coordinator for each of these.
- The coach of each sport will have sport specific needs they will need assistance with.



HEADS UP CONCUSSION



SIGNS AND SYMPTOMS

Athletes who experience one or more of the signs or symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

> SIGNS OBSERVED BY COACHING STAFF

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

> SYMPTOMS REPORTED BY ATHLETE

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not "feeling right" or is "feeling down"



ACTION PLAN

As a coach, if you think an athlete may have a concussion, you should:

1. **Remove the athlete** from play.
2. **Keep an athlete with a possible concussion out of play on the same day of the injury and until cleared by a health care provider.** Do not try to judge the severity of the injury yourself. Only a health care provider should assess an athlete for a possible concussion.
3. **Record and share information about the injury**, such as how it happened and the athlete's symptoms, to help a health care provider assess the athlete.
4. **Inform the athlete's parent(s) or guardian(s)** about the possible concussion and refer them to CDC's website for concussion information.
5. **Ask for written instructions from the athlete's health care provider** about the steps you should take to help the athlete safely return to play. Before returning to play an athlete should:
 - > Be back to doing their regular school activities.
 - > Not have any symptoms from the injury when doing normal activities.
 - > Have the green-light from their health care provider to begin the return to play process.

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.



For more information and to order additional materials **free-of-charge**, visit: www.cdc.gov/HEADSUP.

You can also download the CDC **HEADS UP** app to get concussion information at your fingertips. Just scan the QR code pictured at left with your smartphone.



Centers for Disease
Control and Prevention
National Center for Injury
Prevention and Control

The information provided in this document or through linkages to other sites is not a substitute for medical or professional care. Questions about diagnosis and treatment for concussion should be directed to a physician or other health care provider.



Athletic Handbook For Parents and Athletes 2018-2019

PARENT/ATHLETE ACKNOWLEDGEMENT

The parent and the athlete both acknowledge that they have read The Academy Athletic Handbook and the CHSAA brochure (located on the chsaa website; chsaanow.com) and will abide by these guidelines/practices. **Please sign your name at the bottom. This form must be turned in to with your athletic fees, physical, and athletic forms to the athletics administrative assistant before the start of practices for your sport.**

Print Parent Name

Print Athlete Name

Parent Signature

Date

Athlete Signature

Date

