

Cherokee Christian Schools



Athletic Manual

2010/2011

Cherokee Christian Schools admit students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities made available to students of the schools. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational and admission policies, scholarship and loan programs, and athletic and other school administered programs.

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1.0 PHILOSOPHY OF ATHLETICS

Sports are an extra-curricular activity that support the educational system and is intended to honor and glorify God. Sports are a tool that influences the student to conform to the image of God in character and action. During an athletic contest the player's testimony becomes transparent; therefore, sports need to provide the player with Biblical principles that equip him/her to be a testimony for the Lord Jesus Christ. Principles are taught that reinforce a balance between physical and spiritual victories. Students strive to win on the scoreboard by doing their best. This is accomplished through the players developing their God-given abilities.

1.1 Educational Goals

- Academic eligibility requires the player to put academics as a priority.
- Players are required to learn the rules of the game and play fairly by those rules.
- Players are to learn the skills of the game, and they are to become highly skilled in them.

1.2 Godly Character

- **Love** – Athletes are provided the opportunity to develop their own skills while also placing the good of the team before their own personal gain. (1 Corinthians 13:3, Philippians 2:4)
- **Humility** – Players glorify God by acknowledging that He alone has given them the skill and ability to win the competition or has allowed the loss. (Galatians 6:14, James 4:6)
- **Endurance** – Training and competition provides times of testing in which an athlete can learn that through perseverance God brings great reward and personal growth. (Galatians 6:9)
- **Wisdom** – Using God's frame of thinking, the player learns how to respond in various situations. (James 1:5, Proverbs 9:10)

1.3 Biblical Values

- **Obedience** – The player learns obedience by responding to officials and coaches as God appointed authorities. (Romans 13:1)
- **Faith** – Faith is learned by the players, when they recognize that God teaches them lessons through winning and losing on the scoreboard. (Hebrews 11:1-5)
- **Diligence** – The player strives to do his best to win, but he does not forfeit his testimony in winning. (Proverbs 12:27, Colossians 3:23)
- **Motive** – The player is directed by Christian values that transcend earthly materialistic gain. (1 Corinthians 9:24-27)

2.0 PROGRAM DESCRIPTIONS

2.1 Cherokee Christian Academy Sports Program (Recreational)

- Students in grades K to 5th grade may participate in this area of athletics.
- There will be no more than one practice per week and one game per week for recreational sports.
- This program will emphasize fundamental skill development and instruction in the basic rules of play.
- Teams are formed based on skill level and grade level in order to increase each participant's coach/player interaction. All players will receive playing time during each game and practice.
- Practice times will be limited to one hour and will consist of fundamental drills, basic conditioning, and introduction to game situations. Games times will be limited to one hour and will be played as per the weekly schedule. Games will be played in the CCS gym or on the CCS soccer field.

2.2 Cherokee Christian Academy Sports Program (Middle School)

- Students in grades 6th to 8th may participate in this area of athletics. MS teams will be formed based on participation levels.
- For the benefit of the player and team, some athletes may be invited to compete on both the MS and JV squads. In this case, game time will be limited for the protection of the athlete.
- This program will emphasize a whole team effort toward winning games. It is important to note that all players will not receive equal playing time.
- Practice times will vary per sport and will be determined by the coach. Practice times will be limited to a maximum of two hours.
- Games will be played as per the schedule with MS games generally playing first in the evening schedule.

2.3 Cherokee Christian High School Sports Program (Junior Varsity)

- Students in grades 7th to 9th may participate in this area of athletics.
- If room is available, 6th graders may be able to compete on the JV teams.
- For the benefit of the player and team, some athletes may be invited to compete on both the MS and JV OR the JV and Varsity squads. In this case, game time will be limited for the protection of the athlete.
- This program will emphasize a whole team effort toward winning games. It is important to note that all players will not receive equal playing time.

- Practice times will vary per sport and will be determined by the coach. Practice times will be limited to a maximum of three hours.
- Games will be played as per the schedule with JV games generally playing second in the evening schedule.

2.4 Cherokee Christian High School Sports Program (Varsity)

- The teams will consist of 7-12 players for basketball, 8-12 players for volleyball, and 11-15 players for soccer. Tennis and Golf limits will be determined by the coach.
- The team will consist of 10th-12th grade students. For the benefit of the player and team, some athletes may be invited to compete on both the JV and Varsity squads. In this case, game time will be limited for the protection of the athlete.
- This program will emphasize a whole team effort toward winning games. It is important to note that all players will not receive equal playing time.
- There will be no more than five practices a week.
- The team will be under the direction of the head coach.

3.0 ATHLETIC PERSONNEL

3.1 Chain of Command

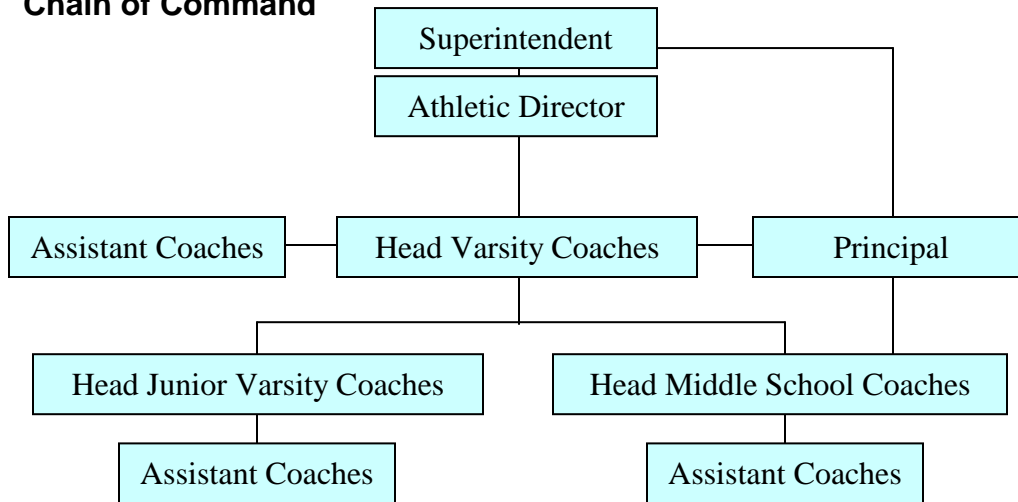


Figure 3-1. Athletic Department Chain of Command

3.2 Duties of the Athletic Director

- Seek to have a spiritual influence with assistants and players.
- General oversight of the entire school's sport program.
- Approval of necessary sport equipment.
- Avoid conflict with schedules.
- Supervise personnel under him. (Consult chain of command diagram.)
- Keep all personnel informed of programs and changes within the program.
- Assign all coaching responsibilities.
- Special game arrangements:
 - Make out team schedules and contracts.
 - Work with coaches to provide for travel to away games.
 - Work with the CCS Booster Club to see that concessions are sold at each game and assign needed personnel such as concession workers, gatekeepers, and announcers.
 - Schedule officials, scorekeepers, and timekeepers for all home events.
 - See to the condition of the stadium, bleachers, and gymnasium.
 - See that the public address system is working properly and turned on.
 - Pay the officials.
 - Have public restrooms cleaned.

- Provide for health and safety of players.
- Care for and maintain athletic equipment.
- Establish good public relations with those in the community.
- Keep adequate records.

3.3 Duties of the Coach and Assistant:

- Seek to teach Christian attitudes and school spirit through a spiritual influence with each team member.
- Mastery in the principles of improving his teaching and coaching.
- Complement the educational system.
- Be a competent teacher.
- Be concerned with the entire athletic department and not merely his own sport.
- Respect and follow the chain of command.
- Interact appropriately with the public.
- Read and be able to explain the updated rules handbook of his particular sport.
- Insist upon high scholarship and enforce the rules of eligibility.
- Provide careful attention to the physical condition of players at the time of each contest.
- Be fair and have an unprejudiced relationship with the students.
- Teach athletes to win by use of legitimate means only.
- Exercise proper discipline over the players.
- Aid and support the Athletic Director in performing his duties.
- Keep records of all practice schedules and keep win/loss records and stats.
- Issue uniforms through sign out procedures, and see that uniforms and equipment are returned in good condition.
- Call in all game scores to Kim Howell for publication in local and school newspapers.
- Assistants will be under the direction of the head coach in all sports.

3.4 Head Coaches for 2010-2011

Men's Varsity Soccer	Travis Hanenburg
Men's MS Soccer	Scott Murray
Ladies Varsity Volleyball	Christine Mamon
Ladies 8 th Grade Volleyball	Mary Heyl
Ladies 7 th Grade Volleyball	Rebecca Landy
Ladies Varsity Basketball	Dale Crowell
Ladies MS Basketball	Craig Griffin
Men's Varsity Basketball	Ben Peacock
Men's 8 th Grade Basketball	Tad Goss
Men's 7 th Grade Basketball	Tad Goss
Ladies Varsity Soccer	Travis Hanenburg
Ladies MS Soccer	Scott Murray
Golf	Mark Ray

4.0 ATHLETIC FACILITIES

We are thankful for the fine facilities that the Lord has given to us. Through the past years these facilities have grown and are continuously being upgraded and maintained. It is necessary to keep these facilities in proper condition for longer service to our ministry. Therefore, we ask all who use these facilities to help keep them clean. The following will give a description of the facilities and some guidelines to follow in the use of them.

4.1 Indoor Facilities

- Gymnasium
- Weight Room
- Athletic Program Storage
- Physical Education Storage
- Athletic Office

4.2 Outdoor Facilities

- Multi-purpose field behind the school

4.3 General Facility Policies

- There are to be no street shoes worn while playing on the gymnasium floor. (Black sole, dock-siders, etc.) Supportive athletic shoes with adequate traction are recommended for safety and optimum performance.
- Dress Standards – Guidelines for athletic practice attire and PE classes should reflect a desire for modesty and safety in all areas. All attire must meet the school uniform guidelines for length, fit, style, and design. All jewelry must be removed.
- After using the gym one must give it a general cleaning. The gym and restrooms should be cleared of clothing and debris, and lights turned off.
- No student is permitted to use the weight room unless he is under direct supervision of coaching personnel. Exception is made for high school students if they have a working partner.
- Students are not permitted into either the athletic or physical education storage rooms unless approved by coaching personnel.
- No student is allowed to play in the gymnasium during school or after school hours unless approved by the Athletic Director.
- All personnel should be aware of unsafe conditions of the facilities. Health and safety are of primary concern.
- No students are to take food or drink from the kitchen, refrigerators or freezers.

4.4 Provisions for Study Time or Weight Room

- High School students may use the fitness room for 45 minutes before the scheduled team practice time or use the tech lab for homework without supervision. The privilege will be removed if abused in any way.
- Junior Varsity athletes will be permitted to use the tech lab for homework from 3:20 until their practice time with parental supervision.

4.5 Building Rules for Home Volleyball and Basketball Games

- Visiting teams are encouraged to change before they arrive, otherwise teams will change in the gymnasium area restroom and meet in an assigned location.
- CCS teams will change in the middle school wing and use a classroom for their meeting.
- No cheerleading practice in the lobby. They may use the far end of the gym to practice and warm up.
- All music must be pre-approved by the Athletic Director.
- Concessions, gate, timekeeping, and scorekeeping: For the 2010-2011 volleyball and basketball seasons parents will handle the scheduling and coverage for all games.
- Admission fees are \$3 for adults and \$2 for students. Children under age 5 are free. Discounts are available through Booster Club.

5.0 ATHLETIC EQUIPMENT

5.1 Uniforms

- Uniforms will be distributed to the team after tryouts are completed. Each player is responsible to take proper care of the issued uniform. Players will sign statements requiring them to be financially responsible if uniforms are lost, damaged, or not returned by specified times.
- Uniforms must be cleaned and returned to the coach or a designated location, in good condition, within two weeks of the season's end. Parents will be charged at a rate of \$75 per home or away set for any lost, missing or damaged uniforms.
- Uniforms will be inventoried by each coach at the end of his sport season and returned to the Athletic Director.
- Report cards will be held until the issue is resolved for any students failing to return their uniform or pay the lost uniform fee.

5.2 Equipment Safeguards

- Equipment will be properly maintained. Worn and outmoded equipment will be discarded.
- There will be careful attention given to proper fitting and adjustments of equipment.

5.3 General Equipment Procedures

- No athletic equipment is to be used unless permission is given by Athletic Director or head Administrator.
- All coaches are to see that their specific sport equipment is kept in proper condition and storage.
- Report all unsafe and defective equipment to the Athletic Director.
- All equipment should be thoroughly cleaned when a sport season concludes.
- Storage of equipment should aid in keeping it from becoming deteriorated.

5.4 Equipment Procedures for Coaches

- Coaches will check equipment and supplies in each sport to determine that they are adequate and equitable to other sports in the program.
- All coaches in the program have equitable and adequate input in determining the type, amount, and quality of supplies and equipment.
- The safety and comfort of the athlete is the primary consideration in the choosing of athletic equipment.

- All coaches should make periodic checks of the equipment used in their sport to insure the safety of the participants.
- All equipment purchases must be submitted to the Athletic Director for approval.

6.0 HEALTH AND SAFETY OF ATHLETES

6.1 General Procedures

- Sports Physicals - Prior to the start of each school year, students shall be required to undergo a medical examination and furnish a statement signed by a medical authority, which provides clearance for athletic participation.
- Parental Consent and Liability Waiver - Prior to the start of each school year, students shall furnish a statement signed by the student's parents granting permission for the student to participate in interscholastic athletics as well as acknowledging assumed risk of injury in athletic participation.
- Physical exams and consent forms are to be completed before practicing in any interscholastic sport.
- Players must keep practice uniforms cleaned on a regular basis.
- No official practice may be conducted without authorized personnel present.

6.2 Athletic Team Dismissal Guidelines

- Home Games - Team members will change into athletic uniforms and meet for games at a time and place designated by the coaches.
- Away Games – In the event that team members need to be dismissed early from classes (Early Release), athletes are responsible for missed classwork and should get class assignments for those classes in advance (per the Student Handbook).
 1. At the appointed time, athletes will change into their athletic uniforms and go directly to the gym taking all belongings in preparation to leave directly from the gym.
 2. In some cases, the team may change into athletic uniforms upon arrival at their destination; therefore, team members should stay in their school uniforms for the trip to the game.
 3. Unless otherwise arranged by the coach, teams will depart from the rear gym exit - not through the front lobby or High School wing. Once the team is ready to leave, the coach or parent representative will dismiss the team to the bus or assigned cars.
 4. Departing team members should not be disruptive, change into non-uniform clothes or congregate in the front lobby, halls, bathrooms, Tech Room, or parking lots.

6.3 Transportation to Competition

- If the CCS bus is being used, all team members must ride the bus. Only team members, coaches and trainers will be allowed to ride the bus.
- When teams are not using the CCS bus, the coach will complete a roster (left with the front office) of team members traveling to the game and designate which driver each member is riding with.
- Players must travel with the team to and from away games unless a parent gives written permission to the coach in advance for other means of travel.
- Players may not drive themselves to team events. A parent or other designated adult approved by the coaching personnel must drive.
- All approved drivers must have a Driver Authorization form, a copy of driver's license, and proof of insurance on file in the school office.
- No team member may ride with anyone without specific authorization from the coach at the time of departure. Team members may ride with other team members with the approval of the coach. Parental permission is required **in writing** prior to approval of such arrangements.
- Even if riding with their own parent, team members must inform the coach before departing. In this way, all team members, coaches and student trainers will be accounted for.
- Since teams will depart from the rear of the gym, all authorized drivers should park in the back CCS parking lot by the gym.
- Everyone who drives team members to a game is responsible for making sure their passengers have a ride back to school or home. Athletes may depart a game with another authorized driver, but those who drove to the game should not assume that someone they took will get a ride back.
- Any questions regarding these guidelines should be directed to the Cherokee Christian Schools Athletic Director.

6.4 Specific Procedures for Coaches

- Make certain no athlete begins practice in any sport without having had the required physical examination and parental permission.
- Provide a physical conditioning program to prepare athletes for strenuous activities.
- Have players always engage in purposeful warm-up exercises before beginning rigorous practice or competition.
- Provide safety guidelines for athletes.
- Instruct players about the risk of injury in the sport and the safety techniques to employ.
- Give careful attention to the condition and care of protective equipment.
- Inspect safety conditions of the playing field or gymnasium before all practices and contests.

- Properly supervise the dressing room and sanitary habits of athletes.
- Adhere to established procedures for the prevention and treatment of injuries.
- Do not allow players who have been injured or have become ill to return to practice until they are beyond the danger of re-injury or re-occurrence of illness. In situations pertaining to serious illness or injury, approval by a physician may be required.
- Communicate with the other schools to confirm dates and times of all games – both home and away. Work with parents to coordinate travel to all away games.
- Ensure that any student that is absent or dismissed from school due to illness does not participate in a practice or a game the same day.

7.0 STANDARDS OF ELIGIBILITY

7.1 Student Eligibility

- CCS STUDENTS - A student who is a full-time student in grades 6 through 12 are eligible to participate in Cherokee Christian School athletic programs. Students in 5th grade will be eligible to participate in certain cases if it becomes apparent that participation is necessary to field a team in a particular sport.
- NON-CCS STUDENTS – On a case-by-case basis, with the approval of the administration, non-CCS players will be granted permission to participate in Cherokee Christian School Athletic Programs for a \$125 participation fee if it becomes apparent that this participation is necessary to field a team.
 - All non-CCS players must be enrolled in a local school or home school program and will be required to furnish a copy of their report card from the previous school year and throughout the season to ensure academic eligibility.
 - All non-CCS players will be held to the same high standard of excellence in academics, moral character and personal conduct as all CCS athletes.
 - The administration reserves the right to revoke the athletic participation of any non-CCS student.
- A student who is an amateur.
- A student who is not a graduate of a high school or its equivalent.
- A student who has not signed any professional athletic contract.
- A student who has not received any expenses to any professional try-out.
- A player that is called for unsportsmanlike conduct will be benched temporarily. If the offense is deemed extreme, the player may be suspended or expelled from the team.
- Age Limitation
 - Varsity teams – Students in 10th-12th grade, reserving the option to invite 8th-9th grade students for the mutual benefit of athlete and team.
 - Junior Varsity teams – Students in 7th-9th grade, reserving the option to invite 6th grade students for the mutual benefit of athlete and team.
 - Middle School teams – Students in 6th-8th grade, reserving the option to invite 5th grade students for the mutual benefit of athlete and team.
 - Recreational Sports Programs – All students grades K-5th grade.

7.2 Academic Eligibility

All students who participate in extra-curricular athletics are first and foremost *student* athletes. Maintaining academic excellence is required and expected of all CCHS students.

CCHS has the following athletic eligibility requirements. A student will lose athletic eligibility if he/she falls into *either one* of these categories, based on the quarterly report card grades:

- If the student's grade average is less than 70 in the five core subjects (Bible, math, science, history, and English), he/she is ineligible.
- If the student receives one or more failing grades ("F") in any subjects, regardless of the overall average, he/she is ineligible.

Students who fall below the academic requirements will be ineligible, as of the date report cards are mailed, as listed on the school calendar, for participation in any athletic competition or performance until the next athletic eligibility checkpoint (listed on the school calendar), at which time eligibility will be restored if the student's grades are not in one of the categories listed above. Ineligible students will *not* have eligibility reinstated before the next eligibility checkpoint, unless the grades are changed as a result of a mistake on the part of the teacher. Ineligible students may be allowed to continue to attend practices, at the discretion of the coach or Athletic Director. Ineligible students will *not* be allowed to dress out for games, travel with the team to away games, or be dismissed early from classes.

Eligibility checkpoint dates are noted on the school calendar, and occur approximately every 3 weeks. It is our hope that student academic performance would be enhanced during the sport season rather than hindered. Academic grades received during the fourth quarter (spring) will determine athletic eligibility for the next year's fall sports. If a student is declared ineligible in the fourth quarter or second semester and wants to regain eligibility for the fall by going to summer school, the following guidelines apply:

- Approval must be secured from the principal.
- Only the course(s) receiving failing grades may be made up in summer school.
- Students whose grade average is below 70, but did not fail two or more classes, must contact the principal for course selection.
- The summer school course must be the same in content, and must be taken through an accredited school or accredited correspondence program. Regular home school work will *not* be counted for this reinstatement of eligibility.
- The final summer school grade will be averaged with the 4th quarter grade or semester grade (whichever is appropriate), for the purposes of eligibility only. (Both grades will be recorded on permanent transcripts.)
- The recomputed 4th quarter grade average must still be 70 or above for eligibility.

Athletes who leave school early for competition are responsible for contacting in advance the teachers whose classes they will miss, and making arrangements for missed work. All assignments are to be turned in before the students leave school. Tests are to be taken no later than the next school day, unless other arrangements have been made with the teacher *ahead of time*. It is not the teacher's responsibility to go to the student athlete, either to arrange make-up work or to collect assignments; it is the student athlete's responsibility to initiate these arrangements.

Students arriving to school late or leaving school early may not participate in any athletic activity that day if they have missed four or more full class periods. Seniors who do not have a full day of classes must be present for at least half of their classes.

- If students are having difficulty in a subject, they will be encouraged to seek extra help or tutoring.
- Any student that has an unexcused absence from a practice or game may be suspended or expelled from the team.
- Any student that is excused from physical education will not be allowed to participate in the day's inter-scholastic contest.

8.0 ATHLETIC AWARDS

8.1 Sports Banquet

The Sports Banquet is a time of celebration and reflection of all that the Lord has taught and provided throughout the school year with our athletic teams. During the ceremony, coaches from each sport will present the Christian Character Award, Most Valuable Player, and Most Improved Player as well as present varsity letters to eligible players.

8.2 Sports Awards

- **Christian Character Award:** The Christian Character Award is an honor bestowed upon one exceptional participant, who by the coach's judgment consistently exemplified Christian character in athletics and in his daily walk throughout the season. (Ephesians 5:1).
- **Most Valuable Player:** The Most Valuable Player Award is an honor bestowed upon one outstanding athlete, who by the coach's judgment made the most significant contribution to the team during competition. (Ecclesiastes 9:10)
- **Most Improved Award:** The Most Improved Award is an honor bestowed upon the athlete, who in the coach's judgment, achieved the most significant improvement overall. Cooperation, attitude, effort, and teachability are essential for a player to receive this award. (Hebrews 12:11-12)

8.3 Varsity Letters, Pins, and Letter Jackets

- Any athlete who participates in more than one half of all varsity competitions while maintaining all standards of eligibility will be awarded a varsity letter.
- The letter will be awarded to the athlete by the coach of the qualifying sport at the sports banquet. Each athlete will only receive one varsity letter during their athletic career at CCHS.
- A sport specific pin will be presented to the athlete for each additional varsity sport in which they have participated in all subsequent seasons and may be displayed on the CCHS letter jacket in addition to the varsity letter.
- CCHS letter jackets are reserved for varsity athletes that have lettered in a sport and are available for purchase through the Athletic Director.
- Non-CCHS athletes will receive a varsity letter and may purchase a CCHS letter jacket provided that all student and academic standards of eligibility have been successfully met.

8.4 Special Procedures

- The head coach is responsible to see that all awards are determined and reported to the Athletic Director immediately at the end of each sport season.
- Coaches are to write a brief summary describing the reasons the particular player received that award and forward it to the Athletic Director.
- The Athletic Director is to keep record of individuals receiving awards and why they received them.

9.0 SPECIAL PROVISIONS

9.1 Practice Sessions

- Coaches are to be prompt in their practice sessions. This includes being on time and ending practice on time.
- Practice apparel should meet all school uniform guidelines in proper length and fit.
- Practice during school holidays will be limited. These practices should be approved by the Athletic Director.

9.2 Away Contests

- The dress code should be no less than that of the high school dress code.
- Coaches will be required to wait for all students' departure from school on a rotating basis.
- All players' physical and consent forms need to be taken on all road trips.

9.3 Quitting

- A student will not be permitted to quit any team without a parent/coach conference.
- A student that quits any team will not be permitted to play his/her next acquired sport.
- A student that quits a sport will not qualify for a letter in the sport.
- Should it be determined that it is in the best interest of the student to no longer participate on the team, the coach must forward the student's name and specific circumstance to the Athletic Director for documentation.

9.4 Captain and Co-Captain

- The head coach will decide who will be the team captain and co-captain.
- The coach reserves the right to reassign the responsibility of captain or co-captain to an alternate player if the position is not being executed in a satisfactory manner.