

# PEARL HARBOR CHRISTIAN ACADEMY

*"Committed to GOD and Academic Excellence"*

*A Ministry of Calvary Chapel Pearl Harbor*

## PARENT/STUDENT ATHLETIC HANDBOOK

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**Do you not know that those who run in a race all run, but one receives the prize?**

**Run in such a way that you may obtain it. 1 Corinthians 9:24**

*Revised Aug 2019*

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## ATHLETIC STATEMENT

This athletic handbook is designed to inform student athletes and their parents of the rules, regulations, and important information necessary for athletic competition at Pearl Harbor Christian Academy.

Participation in athletics at Pearl Harbor Christian Academy (PHCA) is a privilege, which carries with it varying degrees of responsibility, honor, and sacrifice. Since competition is a privilege and not a right, those who choose to participate shall be expected to follow the rules established by the PHCA Athletic Department and other specific coaches' rules for each sport. Each student-athlete represents first the Body of Christ, and then the school and finally it's surrounding community. Thus, it is the student athlete's duty to conduct themselves accordingly.

The PHCA Athletic Department will enforce all rules and regulations as described in the Athletic Handbook. Parents and student athletes are asked to sign an acknowledgement form located at the end of the handbook. The acknowledgement states that the parents and student athletes have read and understand the information included in the Handbook and that the student athlete is subject to disciplinary measures should he/she violate the rules and regulations set forth in this Athletic Handbook.

***Note: This Athletic Handbook is an extension/supplement supporting all policies and procedures covered in the respective Parent/Student Handbook.***

## DEPARTMENTAL PHILOSOPHY

The stated Mission of Pearl Harbor Christian Academy is "Committed to God and Academic Excellence." At the heart of PHCA is a desire to see God glorified by preparing our students spiritually, intellectually, emotionally, and physically to represent God with excellence in whatever capacity He may call them to serve. We encourage inter-scholastic athletics because we believe that competitive experiences contribute significantly to the development of character, self-confidence, team work and school spirit. It is our belief that athletics is a useful and impactful tool to help a child's overall development. To this end we acknowledge the following principles to define our program and our approach to athletics.

- 1. The athletic program like the rest of the programs at PHCA exists to glorify God.** Thus, our first measure of success is by the character of our coaches, our athletes and our program. Although winning is the desired outcome, it is not our main goal. Our main objective is to glorify God.
- 2. Whatever we do, we will do it heartily, as unto the Lord. (Col. 3:23)**
  - ❖ We will plan, prepare, practice, and compete to win.
  - ❖ We will provide the best equipment we can.
  - ❖ We will provide coaches that desire to honor God.
  - ❖ We are committed to excellence and we will measure ourselves by an unwavering commitment to improve for the ultimate purpose of glorifying Jesus Christ.

3. **We compete with Integrity.** Even though we strive to succeed and to win, we will not sacrifice the integrity of our Christian witness by lying, cheating or participating in any other form of deceitfulness on or off the field of play.
4. **We play with Honor and Respect.** When we win, it will be with humility and respect. Likewise, when we suffer defeat it will also be accepted graciously. At no time will it be appropriate to get involved, either verbally or physically, in any altercation stemming from athletic competition.
5. **We will promote and build Character and Integrity.** Participation will help develop a responsibility to oneself and to others through understanding the values of dedication, persistence, hard work, sacrifice and team work. These values will equip our students with the character and integrity needed to be a positive influence on their community in whatever capacity God calls them to.

## **SPORTSMANSHIP**

### **PEARL HARBOR CHRISTIAN ACADEMY SPORTSMANSHIP CODE**

- We seek to honor Christ in our conduct.
- We will support and encourage our student-athletes during the game.
- We will show love and respect to the opposing team and their fans.
- We will respect the judgments of the officials.
- We will support the decision-making of our coaches.

**The following policy statement, from the National Federation of State High School Associations, expresses the concept of sportsmanship as follows:**

"The ideals of good sportsmanship, ethical behavior, and integrity permeate our culture. The values of good citizenship and high behavioral standards apply equally to all activity disciplines. In perception and practice, good sportsmanship shall be defined as those qualities of behavior which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact of an individual's influence on the behavior of others. Good sportsmanship is viewed as a concrete measure of the understanding and commitment to fair play, ethical behavior and integrity." In preparing our students for the future in their academic and athletic lives, we want to incorporate the standards of sportsmanship that is required of all High School Athletic Associations across the nation.

**All PHCA sanctioned events are a reflection of our school and our community. The conduct of the team is extended to parents and fans before, during, and after athletic events.**

# LUTHERAN SCHOOLS SPORTS LEAGUE

## Philosophy

PHCA participates with the Lutheran Schools Sports League (LSSL). The LSSL believes in the extended education of youth through a Christian oriented sports program. This league fosters the continued development of a conscious, active, Christian attitude of sportsman-like conduct. This conduct is expected of all who are a part of the development and extension of this league, both on and off the field of play. The league understands the athletic program is a structure supportive to academics. To this end, the league places emphasis on the following:

1. To promote harmonious working relationships among the members of the League.
2. To have a Christian attitude modeled by coaches, referees, parents and principals.
3. To help develop mental and bodily health through wholesome physical exercise.
4. To promote good sportsmanship on the part of the individual, the school and the community.
5. To provide opportunity for the development of self-reliance and emotional maturity.
6. To broaden social experience through cooperation and competition.
7. To emphasize the proper place of athletics in its relationship to the total school program.

## Eligibility\*

*Age Eligibility* – Students in the first\* through eighth grade shall be eligible to participate in any sport once they are enrolled in a member school with the following exceptions:

1. No student age 15, or who turns age 15 during the season for a particular sport, will be allowed to participate.
2. No student age 13, or who turns age 13 during the season for a particular sport, will be able to play on a Junior Varsity team. This student may move up and play on the Varsity team.

*Academic Eligibility* – All students participating in extracurricular activities sponsored by or approved by the LSSL will meet the following academic requirements:

1. Student athletes must maintain a 2.00 G.P.A. (5.00 in a 12-Point System) in all major subjects.
2. Exceptions to the above can be made upon agreement of classroom teacher, coach and principal a student's G.P.A. is less than 2.00 and there is an agreement that the student is working up to his/her personal potential.

*Participation Policy* – Players may not participate on more than one school or affiliated school team in a sport during that sport's season. School is defined as being K-12. Affiliated school is defined as being an association member. Players may move up a grouping but once moved up, they may not move back down during that sport season.

*Outside Leagues* – PHCA also participates in some ILH (Interscholastic League of Honolulu) and OIA (Oahu Interscholastic League) events. Rules for these events are dictated by the sponsoring league.

*\*PHCA:* Students in 3<sup>rd</sup> grade and below may participate if they have the maturity and skills necessary to compete along with approval of Administration & Coach. A parent or guardian must be available to participate or supervise during practices and at all AWAY competitions.

## SPORT OFFERINGS AND STARTING DATES

Athletic programs, and their starting dates, offered at Pearl Harbor Christian Academy are as follows:

Cross Country	August
J.V. Volleyball	August
Varsity Volleyball	September/October
J.V. Basketball	December
Varsity Basketball	February
Archery	By Invitation TBD
Track	By Invitation TBD

## PARTICIPATION RULES AND REQUIREMENTS

### By The First Game/Event:

The following things are required by the student athlete **by the first Practice/Event** with any team:

1. Meet academic eligibility requirements
2. Take and pass a sports physical examination (Competition is not allowed without physical)
3. Signed and completed sports registration form
4. Attend parent/athlete/coaches meeting and sign Acknowledgement Form of Athletic Handbook
5. Athletic participation/Sports fee per each sport played (This fee is non-refundable).

### Team Tryout Policies

Each coach of the varsity level sports has his/her own policy on how he/she will choose his/her team. Skill alone will not determine an athlete's selection. Attitude, commitment and character are also taken into consideration. A student athlete may be cut from a team anytime during a season for appropriate reasons. The duration of tryouts will vary from sport to sport and from season to season.

### Junior Varsity And Varsity Playing Time Policy

Junior varsity (JV) level programs are set to help students learn the basic skills to compete in a particular sport. Athletes are required to play at least one period or quarter for JV competitions. Varsity level programs differ in that an athlete's skill factor into their playing time. Varsity athletes are not required to play in any athletic competition. Playing time and roster decisions are at the discretion of the coach.

### Academic Eligibility

The purpose of academic probation is to give the student-athlete in academic difficulty an opportunity to improve, and to remind the student-athlete that he/she is a student first. Athletics is a privilege for those students in good standing. A student will be placed on academic probation if he/she is failing any

of their core or elective courses. Grade checks will be conducted on Fridays with any make-ups due by Monday morning (if instructor agrees) for that week's eligibility. Students that fall below a 2.0 (70%) will be placed on academic probation for sports. Academically ineligible students will regain eligibility once their grade reaches a 2.0 or better in each subject. Students unable to satisfactorily complete probation after four consecutive weeks will be removed from all participation.

**During the period of ineligibility, a student:**

- will not participate in any official matches, games, or events
- must report to their coach before the beginning of each practice or coach appointed times
- may try out for any team but may play only when eligibility is restored
- will not be dismissed from any class for a practice or a game
- may not attend any team practice/game/event that may interfere with academic progress as determined by the Athletic Director/Administration
- may not receive post-season recognition if the ineligibility concludes the season

### **Attendance Eligibility**

1. Daily attendance at school and practice is expected. Scheduled practice times are mandatory unless arrangements are made in advance with the coach. For unexpected absences, the coach must be informed prior to practice time. If student is absent from school, the office should be called by 8:30 a.m. on the day(s) school is missed. The absence will automatically be forwarded to the coach. In order for an athlete to be eligible to participate in any after-school activity he/she must be present in school on the day of the activity. If the activity is on a Saturday and the student was absent on the preceding Friday, the student may participate if their absence on Friday was excused.
2. For purposes of sports and other co-curricular eligibility, a student is counted tardy up until 11:00 a.m., any student arriving after 11:00 a.m. or checking out prior to 11:00 without returning to school will be considered absent for the day. Students counted absent for the day lose eligibility to participate in sports or other co-curricular activities for that day. Practices are considered an activity. **Any exceptions must have the approval of the principal.**
3. An athlete must be in school on a regular basis in order to be eligible to participate in athletics. An athlete who accumulates an excessive number of absences or tardies as designated in the student handbook will be placed on probation for a specified period of time. If absences continue during this time, the athlete will then be suspended from athletic participation until it is clear that the attendance problem is resolved.
4. An athlete who has excessive tardies to school and/or classes will be subject to restriction from athletic participation.

## Conduct Eligibility

Violation of school rules, disruptive behavior, showing disrespect toward school staff, unsportsmanlike conduct, and/or committing any act that reflects negatively on the Athletic Department and/or PHCA will not be tolerated and such action(s) will lead to eligibility restrictions. If the behavior is serious enough the athlete may be placed on probation or suspended. An athlete who continues such behavior will be removed from all athletic participation. The PHCA "Code of Conduct" applies to students wearing any PHCA uniform or logo at all times, whether or not they are on or off campus.

Specific team rules may be set forth by the coach of each sport. These rules and the penalties for breaking them will be given to the student athletes by the coach at the first practice of that sport.

Any suspension period, whether by the athletic department and/or school, includes and prohibits any "tryouts" that might occur. Assignment to detention takes precedence over all school-sponsored activities occurring before or after school. Detentions for anything other than tardies to school are held at a time and location to be determined by the assigning teacher. If a student receives multiple detentions for the same time and day, it is the student's responsibility to work out the conflict.

If school rules are broken, the student athlete will be subject to the normal punishment for such misbehavior as well as subject to penalties under the Athletic Handbook. **In no case will athletic rules circumvent or take the place of school rules.**

## AWARDS

An athletic award is a symbol of athletic accomplishment, good sportsmanship and observance of athletic policies. No student athlete may receive an award in a sport for which he/she is academically ineligible at the completion of the season, if under suspension for an athletic violation, or has been removed from participation due to student misconduct.

## PARENT EXPECTATIONS

### Transportation

Transportation to athletic events is not provided by PHCA. Parents are required to transport their children to and from athletic event not on campus. With parental permission and the coach's approval, athletes may be permitted to carpool to an athletic event.

### Practice Pick-up Times

Parents are responsible to arrange for pick-up for their child following practice. Student-Athletes that are in the 5<sup>th</sup> grade and below must be picked up at the end of their scheduled practices. Students that are not picked up on time will be placed into Aftercare. Parents will be charged the late fees as stated in the Parent Student Handbook for late pick-ups. Middle school students are released to leave campus once practice ends.



## The Role of the Parents

As role models, parents are expected to display good sportsmanship at all times. Parents are expected to cheer appropriately for PHCA teams in a manner that positively encourages PHCA athletes. They should promote the sportsmanship and the development of good character and discipline in our student-athletes. Parents are assigned for providing team snack and volunteering at the Snack Shop for one of the home games. Parents are also expected to support and respect the efforts made by their child, their teammates, the coaches, and the athletic director.

Any concerns that parents have regarding their child or their team should be directed to the coach. Strategy, playing time, and roster decisions are judgment calls made by the coaches and do not require justification. In the event that you would like to address any of your concerns, please use the following protocol:

1. Do not attempt to confront coaches before, during, or after any game or practice. (These times are highly emotional for both coaches and parents. It would not be conducive to rational discussion. Take some time (at least 24 hours) to carefully consider your concerns before requesting an appointment with the coach.)
2. After careful consideration, if you still have concerns, then call the coach to set up a conference.
3. If the conference does not satisfy your concerns, then schedule a meeting with the athletic director. (The school administration will not address any sports related issues if this procedure has not been properly followed.)

The role of parents is NOT to (1) complain or be negative, (2) look to influence the activities or policies of the coaches or athletic director, (3) undermine the coaches, athletic department, or school through petty criticism, disparaging remarks, or any other form of disrespect, or (4) **berate officials, fans, or anyone else at any school-sanctioned events.**

Failure to comply with any of the above expectations and any parental conduct deemed intrusive or threatening to any team, participant, employee, or volunteer in or of the athletic program may result in the removal of your child from the athletic team/program.

## INFORMATION FOR ATHLETES

### Accidents/Injuries

All accidents or injuries, at home or away games, are to be reported to the coach and/or athletic director immediately.

### Conflicts between activities

Students are sometimes involved in concurrent activities, and there may be conflicts in schedules. Communication between coaches and sponsors of conflicting activities is vital. Consideration must be given to the importance of the event and the role the student athlete will play in it.

### Practice Dress Code

Students are required to wear their PE uniform for practice, unless stated otherwise.

## Equipment

Any equipment issued to the athlete is his/her responsibility. It is to be kept clean and in good condition. Loss or damage of issued equipment will be the athlete's/parent's financial obligation. The athlete will not be allowed to participate in other athletic programs or receive awards until this obligation is met.

## Participation in Two Sports in One-Season

Student athletes may participate in more than one sport during one season with the approval of both coaches. Practice schedules will be worked out between the coaches involved. If contests conflict, coaches will decide in which contest the student athlete is to compete. The student athlete must realize that extra time for practice is necessary to compete in two sports in one season. The student athlete must meet the requirements of both sports. If the requirements of one or both sports are not met, the student athlete may be cut from the sport(s).

## Sports and Aftercare

Students that are enrolled in Aftercare must check-in immediately after school before going to practice/home games unless parent/guardian informs the office in advance that student will not be attending for that day. Students are released to their sport as directed by Coaches/ After Care Leaders and must remain with their team. For events at PHCA, students **must return** to Aftercare following their athletic event (i.e. practice, game, team meeting, etc.) if they are not yet signed out and After Care is still in session. Students may not go in and out of Aftercare during their athletic event. For AWAY events, students enrolled in After Care will be marked absent from After Care and it is the parents/guardians responsibility to ensure the student is picked up or has a ride home when the event is over.

## PHCA SPORTS UNIFORMS

Student-athletes may be issued PHCA sports uniforms for the athletic season that they participate in. Parents and students are responsible to take care of the uniforms that are issued out to them and must follow the Uniform Procedures outlined in the next section.

## Uniform Procedures

1. Uniforms will be issued to student athletes before the first game of the season.
2. Sports uniforms should only be worn during game times, unless specific permission is given by the coach or school administrator.
3. Uniforms are expected to be returned in the same condition that they were issued.
4. Carefully follow the special instructions on how to care for and wash the uniform:
  - Machine wash gentle cycle
  - Cold water wash only
  - No chlorine bleach
  - Use mild detergent
  - Do not use fabric softeners
  - Hang dry
  - Do not dry clean
  - Do not store damp
  - Do not wash with any items that have VELCRO
5. Uniforms must be laundered and turned in to the coach or office after the last game.
6. Any lost or damaged uniforms will be replaced at the sole responsibility of the parent/student.

## PHCA ATHLETIC HANDBOOK ACKNOWLEDGEMENT FORM

**For School Year** \_\_\_\_\_

I/We acknowledge receipt of an electronic copy of the athletic handbook and have read the rules concerning eligibility and conduct for student athletes. I/We understand the rules and realize that disciplinary measures will follow if these rules are broken. I/We agree to participate and conduct myself in accordance with the rules of our athletic program and with any other specific rules of the coaches. I/We have read the uniform procedures and agree to follow them. We understand that we are responsible for any cleaning fees or replacement fees if we fail to comply with the uniform procedures.

We the undersigned, agree that we have been given the following information and understand it fully.

1. The school agrees to provide:
  - a. Proper equipment (This excludes basic, personal equipment, i.e. athletic shoes, knee pads, etc. provided by the participant)
  - b. Coaching/Instruction
  - c. Proper safety precautions
2. To abide by all written rules regarding behavior and safety.
3. I was given an opportunity to attend a meeting that addressed the following areas:
  - a. Athletic department philosophies
  - b. Student athlete requirements & expectations
  - c. Individual sports schedules
  - d. Team Practice
  - e. School's transportation policy
  - f. Parent expectations
  - g. Uniform Procedures
  - h. Meet coaches
  - i. Question and answer session was held to address any areas of concern.
4. If I/We did not attend the meeting, I/We are responsible to know the above information through reading the handbook and contacting the coaches for the information.

\_\_\_\_\_  
STUDENT ATHLETE NAME (PRINT)

\_\_\_\_\_  
SIGNATURE OF STUDENT ATHLETE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT OR LEGAL GUARDIAN NAME (PRINT)

\_\_\_\_\_  
SIGNATURE OF PARENT OR LEGAL GUARDIAN

\_\_\_\_\_  
DATE

***Pearl Harbor Christian Academy Parent/Student Athletic Handbook –PRINT THIS PAGE & SUBMIT***