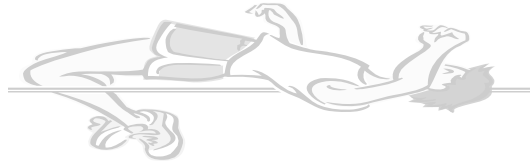
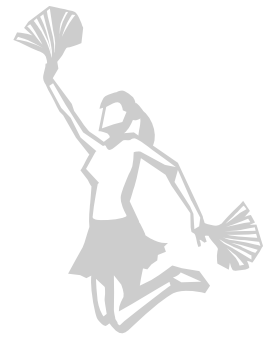


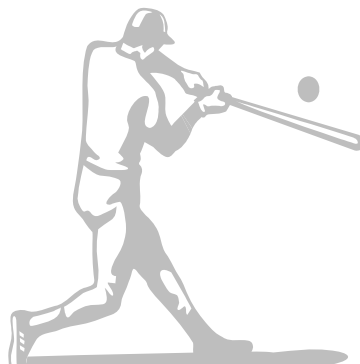
# Richmond Christian School



## Athlete Handbook



## 2009/2010



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## I. Introduction

In light of the information that follows, we ask parents and students to prayerfully consider the **commitment involved**, and we welcome all those who seek the challenges and fun that lie ahead.

**We desire that all athletes be taught and challenged in their relationship with Christ, their performance in academics, and their participation in athletics.**

We praise God for each participant, for the privileges we have to work with each one, and for are God is going to teach us about ourselves, each other and, most of all, Him.

Serving Christ through Athletics,

John Scorsone, Athletic Director

## A. Welcome to Richmond Christian Athletics

The following is a handbook of the philosophy, rules, regulations, guidelines, and requirements for participation in athletics for the upcoming year. Our desire is that our athletes will develop as “3-D Athletes” in the physical, mental, and most importantly, spiritual aspect of their lives. This can only be accomplished through a willingness to learn and improve intensity and concentration, and self-discipline. The program depends not only on the athletes making sacrifices, but also hard work and sacrifice from the coaching staff, scorekeepers, managers, families, and all other supportive members. No one part can function alone. We must consistently act as witnesses of our uniqueness as Christians through a structured and organized program that is just, fair, and carried out with love. We hope you will learn and grow this year, not only as an athlete, but also as a person whose life has been enriched through athletics.

## B. Richmond Christian Athletic Philosophy:

Philosophy is defined by Webster as the “systematized knowledge of the good, the true, and the beautiful”. What better way to describe our Creator and the desires that we have at Richmond Christian for our athletes? Our major purpose is to cause our athletes to act and think like Jesus Christ. Short and simple, our philosophy is summed up in the phrase: “**Conformed to His Image**” (Romans 8:29). This philosophy should alleviate any questions or difficulties throughout the year by asking the simple question, “Is what I am or doing, causing me to conform to His image?” Do whatever you do with a “**Total Release**” of your mental and physical ability, along with your emotional energies, toward performing like Jesus, having in mind that Jesus is your most important audience. “**ALL FOR HIM**” (Col. 3:17)

## C. League Information:

Richmond Christian is a member of the Virginia Commonwealth Conference (VCC). The following schools comprise the Virginia Commonwealth Conference

1. Amelia Academy
2. Blessed Sacrament of Huguenot Academy
3. Brunswick Academy
4. Christchurch School
5. Fuqua School
6. Kenston Forest
7. Richmond Christian School
8. Steward School
9. Southampton Academy
10. Tidewater Academy

Richmond Christian School is the only Christian titled school in a mostly non-Christian conference. *It is our duty and desire to be a light in the world.*  
**Matthew 5:13**

The VCC has established a code of ethics and a constitution that all participating schools agree to follow. If you have any questions concerning these guidelines, please contact the RCS athletic department.

**D. Sports Available at Richmond Christian**

Season	Sport	MS Boys	MS Girls	JV Boys	JV Girls	V Boys	V Girls
Fall	Volleyball		X		X		X
	Competition						
	Cheerleading		X		X		X
	Soccer	X		X		X	
	Cross Country	X	X	X	X	X	X
Winter	Basketball	X	X	X	X	X	X
	Cheerleading		X		X		X
	Swimming					X	X
Spring	Baseball	X		X		X	
	Softball	X			X		X
	Soccer		X		X		X
	Track	X	X	X	X	X	X
	Golf					X	
	Tennis					X	X

\* Some JV and MS sports may vary from year to year.  
 (I would like to see boys’ and girls’ tennis and swimming added in the near future)

**E. Athletic Physicals:**

Every athlete on an RCS team must have a **physical exam** with the form on file in the athletic office before participating in practices or games. This is a special Virginia High School League (VHSL) form that is **good for one year**. Next year, we are working on a sports physical opportunity where a physician will be on hand at RCS to provide sports physicals during the 2<sup>nd</sup> or 3<sup>rd</sup> week of August. Look for more information by the end of this school year.

**A Medical Release/Permission Form must also be completed and signed prior to the season (see page 16).**

## II. Team Guidelines and Requirements

- A. Team Goals:** In order for the athletic teams at RCS to reach their highest potential, it is important that they understand and strive for common goals. These goals are that all our student athletes be challenged and motivated to:
1. Walk closer with the Lord Jesus Christ through participation and the challenges that arise in the athletic setting.
  2. Strive for team unity just as we are to strive for unity in the body of Christ as described in I Corinthians 12:12-26.
  3. Become the very best players that God will allow with the strength and talent that He has given.
  4. Show unconditional love towards coaches, teammates, assistants, managers, etc. under all circumstances.
  5. Be a Christian influence, not only on the court/field, but also in the halls and classrooms, as an example of the discipline and respect learned through athletics.
  6. Understand the perseverance and confident humility that come from facing difficult circumstances, and in the strength given by God learn to win and lose to His glory. I Corinthians 10:31 states; "So you do, do it all to the glory of God!"
  7. Be a beacon of God's light to all those who witness athletic participation.
- B. Sportsmanship Code:** We will strive to observe the following ideals of sportsmanship:
1. We will honor the Lord and one another in our words.
  2. We will treat the officials, opposing teams and spectators as guests of our school.
  3. We will respect the property and reputation of our opponents as well as that of our own school.
  4. In all cases, we will use good common sense, judgment, and courtesy.
- \*The VCC has adopted additional guidelines for sportsmanship.
- C. Team Prayer and Devotions:** Each coach is responsible to nurture his/her team's spiritual and athletic growth. Prayer times during practice can be a real blessing, too, and are encouraged. Athletically-oriented team devotions are required. Coaches are encouraged to share devotional responsibility among the team members. Devotions may be held before/after practice, and all team members should be present. . (Team prayer should end each practice session.)
- D. Pre-Practice Requirement:** Each coach will designate constructive work to be completed at the beginning of each practice. This will develop responsibility in the athletes, conserve practice time, and eliminate foolishness. Pre-practice activities should consume approximately 8-10 minutes at the beginning of practice.

## E. Conduct and General Rules for:

### 1. Practice

- a. Practice is vital to the development of an athletic team.
- b. Attendance at practices will be required for an athlete to participate in athletics.
- c. Whenever a coach holds practice, the athlete will be there unless they are absent from school or have received prior permission from his/her coach to be absent. Athletes are expected to be on time for practice.
- d. Likewise, a lack of practice due to any injury may limit your playing time. You are responsible to attend practice and games unless excused by the coach.
- e. **Athletes should refrain from obtaining outside jobs during a season**, so as to avoid conflicting practice/game and work schedules. Athletes **will not be** excused from practice because of outside work responsibilities. Athletes will not be excused to leave practice early because of work.
- f. **Athletes should refrain from playing on recreational or travel teams** during the season, to avoid conflicting loyalties that force players to choose when schedules conflict. Athletes will not be excused from practice or games because of participation with an outside team.
- g. **Babysitting, parents “benching” athletes, academic ineligibility, and conduct ineligibility are all unexcused absences.**
- h. Excused absences from practice or a game are defined as follows:
  1. Death in the family
  2. Illness
  3. School activities such as field trips, ACSI participation, etc.
  4. Church revival (Please note this does not include church social activities or events.) This is left to the discretion of the coach.
  5. Unavoidable medical appointments (*please schedule all regular check-ups or dentist appointments on Wednesdays or days off*)
  6. Extenuating circumstances. (*Family vacations are not an excused absence during normal school days.*)

*\* The athlete is responsible for calling the athletic office at school by 10:00 a.m., if possible, to enable the coach to make changes in his/her practice/game plans if he or she is unable attend school.*
- i. RCS sports teams are chosen on a try-out basis. It is necessary for students to be at these try-outs, in order to be fair to all involved. We understand that summer try-outs pose more difficulties than others. The normal times for girls’ volleyball, boys’ soccer try-outs – August 1<sup>st</sup> is our official scheduled fall tryout date. Cross country will begin the first day of school. November 1<sup>st</sup> is our official winter sport tryout date and March 1<sup>st</sup> is our official spring sport tryout date.  
*\*It is the family’s responsibility to notify the AD if it is absolutely necessary for an athlete to miss a try-out session.*

## **2. Expectations of Athletes**

1. Follow **ALL** school rules and policies.
2. Be on time for all practices, meetings, and games.
3. Obtain permission from the coach if you must be late or leave early or miss a team function. Obtaining permission does not mean there will not be consequences for not being at practice for the full practice time.
4. Keep an attitude of encouragement toward your teammates.
5. Agree to perform any function that the coach determines is best for the team's success.
6. Give 100% effort on the playing field or court during practice and games.
7. Being late due to detention is **UNEXCUSED** and will not be tolerated. Detentions must be served and practice missed if an athlete receives a detention. Athletes may miss detention for games but **MUST** make up any detention dates.
8. Maintain and inform the coach of any academic problems that are encountered, such as low grades, term paper due, or upcoming test, which necessitate help in managing your time properly or getting tutoring.
9. Be a testimony to Jesus Christ in your actions and words.

*By making the team you are expected to be committed to the team. You need to be committed to be at practices and games to be fair to the team and the students who did not make the team. The rest of the team is depending on you as a teammate.*

## **3. Consequences for excused/unexcused tardies and absences to PRACTICE**

- a. Steps taken for **excused tardies and absences**:
  - 1) Make-up work is at the discretion of the coach.
  - 2) Tardiness and absences will be reviewed by the coach and athletic director.
  - 3) Excessive tardies and absences may result in disciplinary actions. Conditioning work is assigned.
- b. Steps taken for **unexcused tardies**:
  - 1<sup>st</sup> time – conditioning work is assigned
  - 2<sup>nd</sup> time – sits out practice; conditioning work is assigned
  - 3<sup>rd</sup> time – sits out next game; conditioning work is assigned
  - 4<sup>th</sup> time – meets with Athletic Director/Principal; dismissal from team is possible
- c. Steps taken for **unexcused absences**:
  - 1<sup>st</sup> time – sits out first half of next game; conditioning work is assigned
  - 2<sup>nd</sup> time – sits out next game; conditioning work is assigned
  - 3<sup>rd</sup> time – meeting with parents, athlete, coach, and Athletic Director / Principal, possible dismissal from team

#### **4. Consequences for excused / unexcused tardies and absences to GAMES**

- a. Steps taken for excused tardies and absences
  - 1<sup>st</sup> time – no action taken
  - 2<sup>nd</sup> time – reviewed by coach and athletic director
  - 3<sup>rd</sup> time – meeting with parents, athlete, coach, athletic director;  
possible disciplinary action
- b. Steps taken for unexcused tardies
  - 1<sup>st</sup> time – sits out first quarter; conditioning work is assigned
  - 2<sup>nd</sup> time –sits out first half; conditioning work is assigned
  - 3<sup>rd</sup> time – sits out entire game; conditioning work is assigned
  - 4<sup>th</sup> time – meet with Athletic Director/Principal; possible dismissal  
from team
- c. Steps taken for unexcused absences
  - 1<sup>st</sup> time –sits out next game; conditioning work is assigned
  - 2<sup>nd</sup> time –meet with Athletic Director/Principal; possible dismissal  
from team

#### **5. Playing Time Policy**

- a. At the middle school level, coaches are encouraged to choose a starting team but to give an opportunity for every team member to play in each game.
- b. At the junior varsity level coaches are to choose a starting lineup and play the best players. Coaches are also encouraged to substitute as much as possible. Substitutes will be played when a player is injured, tired, not performing well, or when the outcome of the game, in the opinion of the coach, is no longer in question. Our justification for this policy is that RCS desires to be competitive at this level. Junior varsity is preparation for varsity.
- c. At the varsity level, coaches are to choose a starting lineup and play the best players. These players are chosen on ability and their performance at practice. Substitutes will be played when a player is injured, tired, not performing well, or when the outcome of the game, in the opinion of the coach, is no longer in question.

It is assumed that parents will instruct and prepare their children for a competitive interscholastic program at RCS. The students need to be prepared for the fact that they may not be the “star” and may not get the playing time they feel they should. It is solely the coaches’ discretion about playing time. Success is not synonymous with playing time; **success is understanding your role and contributing to the overall team’s benefit.**

It is clearly understood that each coach will have full responsibility and authority to determine which players enter the games and for how long. The coach’s determination in this area will be made on the basis of what will best benefit the team as a whole while considering who was at practice and games.

**6. Game Day Dress Code:**

*For games on non-chapel days, coaches and teams must decide together regarding what to wear during school before a game.*

- a. For games on non-chapel days, team jerseys (with collar) must be worn as a team. Pants, skirts, and shoes must follow the school dress code. The coach and team may also decide to wear Chapel Dress on non-chapel game days.
- b. For games on chapel days, the school's Chapel Dress Code must be fully followed.

After **away games**, team members are asked to stay in full uniform or change back into dress clothes. NO T-SHIRTS!

**7. Transportation/Bus behavior**

- Must sit with team
  - No loud voices
  - No standing while bus is moving
  - No hands, heads, or talking out the bus windows
  - No throwing of any objects at any time (this includes spitting)
  - **No CD players, I-Pods, radios, or other electronic devices**
  - Those students not conducting themselves in the proper manner on the bus or in restaurants may be suspended for one game.
    - After each trip clean up any mess you have made or see.
    - Seat belts must be worn at all times if seat belts are provided
    - Only official team members, coaches, and support personnel are authorized to ride in a team van or bus. Other team parents or school personnel may ride if space is available.
  - **Students driving to a practice or a game or riding with another student, must have full written permission from their parents beforehand. It is the student's responsibility to show this written permission to the coach before the team leaves school. All team members are under the school's jurisdiction. (Please see page 16).**
8. Athletes are responsible for the care of assigned uniforms. Lost or damaged uniforms must be paid for in full.
  9. **Athletic Fee** – designed to help defray the high cost of uniforms and sports equipment  
**Fee:** \$25 per athlete per sport
  10. All injuries and illnesses must be reported to the coach to ensure proper care and an accident report filed when applicable.
  11. As indicated in the Student Handbook, the use of drugs, alcohol, or tobacco at any time is unacceptable. Both school and athletic discipline will be applied to violations.
  12. Athletes who are **dismissed from or who quit a team** may not try out for the following seasonal sport. All dismissal and other serious athletic discipline situations will be reviewed by the Athletic Director and the Principal.

## F. Eligibility

The administration and athletic department have set academic standards for RCS athletes in order to maintain a high level of academic, as well as athletic excellence. Sports are extra-curricular activities, and education is of the highest priority to the coaches, staff, etc. However, academics may not be used as an excused tardy or absence from practices or games unless approved by the Athletic Director.

1. Age requirement – Students who reach their seventeenth birthday prior to October of the school year are no longer eligible to play junior varsity sports. Students who reach their nineteenth birthday prior to October 1<sup>st</sup> of the school year are no longer eligible to play varsity sports.
2. Only full time students will participate in athletic functions. A full time student is defined as one who takes a minimum of five academic courses per semester. An exception may be allowed for a senior needing less than five credits to graduate.
3. **Athletic Probation:** At the conclusion of any grading period (9 weeks or Interim), any student who receives **4 points** shall be placed on academic probation for a period of 4 ½ weeks. The point value for a “D” is 1 and for “F” is 2. Academic probation shall include the following items which is listed in the student hand book under, “Academic Probation” page 19
4. **Conduct Probation:** Students with multiple discipline issues may be denied access to participate in athletics and school trips. This will be discussed as part of any discipline conferences or improvement plan with the dean of students. This may also affect the athlete receiving awards and letters.
5. The same eligibility policy applies to transfer students entering the school at any time.
6. During the current or previous semester students may not have received two or more days of suspension or four or more detention halls.
7. During the current or previous semester athletes may not have been absent five or more days from class or school per semester. Administrative approval is required for a waiver of this requirement.
8. Students may participate in only one sport during a season unless the Athletic Director gives prior approval. RCS athletics will take precedent over any outside teams. Please refer to practice guidelines.
9. Rules of eligibility apply to all support members of RCS teams. Statisticians and student managers must meet the same requirements (except the physical exam.)
10. Every athlete is required to have a physical examination form on file in the athletic office to try-out for a team.
11. Every athlete is required to have a physical information sheet and athletic agreement form on file in the athletic office before he/she will be allowed to participate in games.

## G. Attendance

1. All Student athletes are expected to maintain a good attendance record.
2. All student athletes should be in class for 4 periods on the day of a game or practice to participate that day.
3. If athletes are too sick to come to school, then they are too sick to play (or practice). However, a doctor or dentist appointment is excusable on the day of a game, as is an absence, which is pre-arranged with the principal.

## H. Athletic Probation

1. Probation will result when students are unable to begin or continue play due to ineligibility.
2. Students on probation who desire to try out for a team may try out, but acceptance on the team is at the discretion of the athletic department.
3. **Repeated ineligibility during a season may result in dismissal** from the team after review by the athletic director, coach, and principal.

## III. General Guidelines and Requirements

### A. Facilities

1. The Lord has richly blessed us with quality facilities. A goal should be to always leave the area cleaner than you found it. Destructiveness or misuse of property is not acceptable.
2. All articles left in the locker room will be taken to the lost and found.
3. Riding in school vehicles is a privilege, not a right. Teams and coaches are responsible to keep vehicles clean during and after athletic use.
4. Athletes are not to be in any area of the building other than their practice area.
5. For liability reasons, students are not to be involved in activities in the gymnasium or anywhere on school property without staff supervision.

### B. Guidelines for Parents

1. Every parent of an athlete is required to donate **4 hours of service per child** per sport to our athletic program. This service can be performed in a variety of ways such as; gate and concession, field work, running score boards, scorekeeping, etc. **It is up to the parents to make arrangements with the athletic department:**
  - Web site [www.richmondchristian.com](http://www.richmondchristian.com)
  - E-mail at [athletics@richmondchristian.com](mailto:athletics@richmondchristian.com)
  - **At each home game in the gym there will be sign up list for Concessions, gate and athletic wear.**
  - **Call the athletic office at 276.3193**
  - **A \$100 fee may/will be charged per sport if obligation is not met**

2. Please be conscious of comments directed toward referees, coaches, players, and the other teams. Let Ephesians 4:29 (NIV) be your guide: “Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.”
3. The Athletic Department requests that parents, friends, etc. not come into The locker room areas, sit on the bench, or distract players during competition.
4. Please do not approach coaches before, during, or immediately following games to express frustrations. You may make an appointment with the coach/athletic director (if appropriate) to discuss the issue at a more convenient time for both.
5. Please be prompt in picking up athletes after practices and games. Remember that coaches have families too.
6. Unless requested by the coaches, please refrain from coming onto the playing surfaces when injuries occur.
7. Please follow Matthew 18 principles when problems arise. Deal with offences and differences in the proper order to achieve reconciliation and restoration as quickly as possible. The chain of command should include prayer, coach, and their athletic director if issue still unresolved.

#### **Athletic Spectator Guidelines**

1. Be silent during prayer and the national anthem.
2. Be silent during free throws attempt during basketball games
3. Cheer **with** our cheerleaders for RCS. Be positive!
4. At appropriate times, cheer with enthusiasm. We should avoid anything that leans toward destructiveness or misuse of property, such as beating on the side of the gym.
5. Do not “boo” or make degrading remarks to anyone.
6. No whistles or horns allowed in the gym during the games
7. Pick up and properly dispose of all trash.
8. The RCS dress code is to be followed by RCS students at all home and away games (Ladies are permitted to wear jeans).
9. Be respectful when officials make a bad call. Bad calls are a part of life and life is not always fair and complaining about it does nothing but make it worse. Bad calls need to be handled by the coach.
10. Failure to abide by spectator guidelines may result in removal from the event.

#### **C. Awards/Varsity Letter**

Athletes must meet minimum standards of participation to receive a varsity letter. Each coach will discuss these standards with team members prior to the beginning of each season. Awards will be given at the conclusion of varsity seasons for recognition of athletic achievement and service to the school. Athletes will receive, at the coaches’ recommendations, an athletic letter at the

completion of their first varsity year in a particular sport. In subsequent years, bars will be given for completion of varsity participation that meets the set requirements. Students not lettering will receive a certificate of participation. The head coach has the right to take special circumstances into consideration when determining who will receive letters. Extenuating circumstances such as injuries, value to team without having opportunity to play in full capacity, violations of codes and guidelines, etc., will be taken into account. Coaches, however, must provide documentation of these circumstances to the Athletic Director.

Following are the general criteria for earning a letter in varsity sports:

1. The athlete must have completed entire season. Injuries may occur, but the athlete who remains committed and supportive of the team may receive a letter. **Academic or Conduct probation may disqualify an athlete from receiving a letter.**
2. The athlete **must attend** all practices and games unless excused by the coach or Athletic Director.
3. All equipment must be turned in before a letter will be issued.
4. Athletes accumulating more than **three detentions**, having more than one unexcused absence, or receiving more than one ISS-N in a season may be disqualified from receiving a varsity letter.
6. Ability, skill and the amount of playing time will not disqualify an athlete from receiving a letter.

#### **D. Awards Assemblies**

There will be two athletic awards ceremony at the end of the year. There will be one ceremony for MS teams and one ceremony for JV/Varsity teams. This ceremony is mandatory for all student athletes and coaches. Unless an athlete is present or excused ahead of time, **he/she will forfeit awards/varsity letter.** The Athletic Director may grant an exception after speaking with the parents. MS and JV assembly on May 25<sup>th</sup> and Varsity Assembly on May 27<sup>th</sup> 2010

#### **The following awards will be given for each athletic team:**

1. Growth in Skill Award – given to the player who has purposed in his/her heart to accomplish God's best with his/her God-given skills
2. Coachable Award – given to the player who has most closely followed the coach's instructions.
3. Intensity Award – given to the athlete who has shown the best and most consistent intensity in his/her performance, working unselfishly for the team.
4. Warrior Award – given to the outstanding athlete who has shown the best ability and accomplishment, etc.
5. Foremost in Faith Award – given to the spiritual leader of the team who, by his/her actions, roused the spirit of the team and caused the players to see things from God's perspective

- Junior Varsity and Varsity athletes who receive one of the first five awards mentioned above will receive plaques. Junior High recipients of these awards will receive embossed certificates. **All athletes will receive participation certificates.**

**E. Male and Female Athlete of the Year Awards**

These awards are presented at the year-end Athletic Awards Assembly to the male and female student-athletes who have best demonstrate Christ-like qualities through their physical skills, team leadership, and personal relationship with Jesus Christ during the school year through participation on HCHS athletic teams. These are athletes who set an example to teammates by using their abilities and skills to their utmost potential. These male and female student-athletes also demonstrate responsibility and commitment, not only to their studies and to their teachers, but also to their teammates and fellow students. Most recipients of this award will have participated in several seasons.

**Final choices may require access to past academic records and disciplinary records. *Being removed from a team for academic or conduct reasons may also disqualify an athlete.*** The Athletic Director, varsity coaches, and administrators determine this award.

- F. **Academic Athlete of the Year** is awarded to the senior female and male athlete who excels in sports while maintaining superior academic credentials. The senior athlete with the highest grade point average for the high school years is usually chosen.
- G. **The Bobby Barner Award** is awarded to a male varsity athlete that has displayed exceptional Christian testimony.
- H. **The Female Christian Award** is award to a female varsity athlete that has displayed exceptional Christian testimony.
- I. Senior Awards:**
- Tri-Athlete is awarded to seniors that have played 4 years of 3 sports.
  - The Athletic Excellence Award is award to seniors that have played 4 years of one or two sports.

**J. Servant’s Heart Award**

This awarded is presented to the individual who has sacrificially given of his/her time unconditionally to the Athletic Department. The Athletic Director will choose the recipient of the award, with input from various individuals who have been involved in the athletic department.