



Athletic Handbook



Football, Baseball, Softball, Track and Field, Volleyball, Basketball, Golf, Equestrian, Soccer, Cheer, Swimming, & Cross Country

Updated June 2024

Updates are highlighted

Athletic Department Contact: athletics@salemcademy.org

Participation in athletics is a privilege, which carries with it varying degrees of honor, responsibility, 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 Athletic Department and other specific coaches' rules for their sport. Each student-athlete represents the Body of Christ and the school community. It is the student athlete's duty to conduct themselves in this manner.

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MISSION STATEMENT

It is the mission of Salem Academy athletics to teach the skills, refine the character, and foster the teamwork necessary for our athletes to compete to win as young men and women who represent Christ with excellence.

It is our belief that athletics can be a useful and impactful tool in the lives of our student athletes and that **Christ, Character, and Class** be shown each contest.

Vision Statement of Salem Academy Athletics

The athletic program, like the rest of the programs at SA, exists to glorify God. Thus, we will first measure our success not by our wins and losses but by the character and pursuit of victory through championship competitiveness in our programs.

Athletic Philosophy of Salem Academy Athletics

It is our philosophy that coaching and athletic leadership is first and foremost a ministry. Every coach in the SA athletic program will seek to cooperate with God's work in the heart of each student-athlete by facilitating not just team goals but also individual goals that can be carried on throughout a lifetime. The head coach and his or her assistants will be proactive partners in God's work through athletic competition for each team and each student.

Coaching Philosophy of Salem Academy Athletics

There can be no underestimation given to the presence of qualified coaches. As leaders of an athletics team, coaches play a vital role in the ability of each student-athlete to realize the mission and philosophy of the Salem Academy Athletics Department. Coaches are expected to develop each student-athlete towards improved skill, the ability to contribute positively to the team, and the understanding of how Christian qualities can be displayed on the practice fields, playing fields, and in life.

While coaches are partners in the educational commitment that Salem Academy makes to all student-athletes and their families, it must be noted that the first responsibility of each coach is to *coach* their respective team. Coaches are pre-qualified Christian believers, capable of being spiritual leaders for each student-athlete to follow. Coaches must be able to teach technical skills, communicate sport-strategies, and lead their teams towards team-improvement. As explained in the Philosophy of Salem Academy Athletics, success is the expectation of each team. Coaches are the primary leaders of this objective being accomplished.

Role of Athletic Director and Assistant Athletic Director

The Athletic Director (AD) is a central position within the Athletic Department. As the leader of the Athletic Department, the AD is responsible for creating and maintaining the vision, while also overseeing the day-to-day operations that allow the department to function. The AD is responsible for scheduling practice times and competitions, monitoring the academic progress of student-athletes, maintaining the athletic budget, providing proper equipment, supervising athletics events, hiring, evaluating, and retaining coaching staff, marketing the athletic program to the community, assisting the SA Booster Club, communicating with parents and alumni, and acting as a liaison with outside

community to advance the academy's mission. As the leader of the Athletic Department, the AD is expected to adhere to all standards of behavior associated with the mission and philosophy of the Salem Academy and the athletic department.

Role of Head Coach

There can be no underestimation given to the presence of qualified coaches. As leaders of an athletic team, coaches play a vital role in the ability of each student-athlete to realize the mission and philosophy of the Salem Academy Christian Athletic Department. Coaches are expected to develop each student-athlete towards improved skill, the ability to contribute positively to the team, and in the pursuit of victory in the classroom, during practice and games, and in life. While coaches are partners in the Christian educational commitment of Salem Academy, it must be noted that the first responsibility of each coach is to coach their respective team. Coaches are pre-qualified Christian believers, capable of being spiritual leaders for each student-athlete to follow. Coaches must be able to teach technical skills, communicate sport- strategies, and lead their teams towards team-improvement. As explained in the Philosophy of Salem Academy Christian Athletics, success is the expectation of each team. Coaches are the primary leaders of this objective being accomplished. The following serves as a model for coaches to be measured against. This model is built upon the "excellence" that we strive for as coaches in our sports at the Academy.

ATHLETIC PHILOSOPHY

Elementary Athletic Philosophy:

The purpose of the elementary athletic programs is to develop a passion for the respective sports and to provide a solid foundation of fundamental skills and concepts.

Middle School Athletic Philosophy:

The purpose of the middle school athletic program is to integrate the individual's passion for the game and the understanding of the skills and concepts within the team setting. The middle school program will also begin the development of players mentally, physically, and spiritually. Middle School athletes should begin to learn how to strive for excellence by expecting to succeed in all we do as athletes. Although the team goal will be to be victorious in competition, we also strive for participation in each contest for each student- athlete first.

Junior Varsity Athletic Philosophy:

The purpose of the junior varsity program is to continue the integration of individual skills into a team concept. Coaches should make every attempt to play all his/her players in each game but is not expected to give players equal minutes or opportunities. We want to maintain a balance in the concepts of competitiveness and participation with a focus on preparation for competitive varsity participation. This is where our athletes should really begin to understand the concept of what it takes to be successful. Success incorporates the efforts we give, the means we use, the attention we appoint, the reactions we present, and the sportsmanship we display. Winning is not the only end, but it is a significant goal.

Varsity Athletic Philosophy:

The purpose of the varsity program is to completely integrate the individual skills into a team concept. To compete for and obtain as many regular season and post season wins as possible. Player participation at the varsity level is totally up to the judgment and discretion of the head coach. This is where our athletes develop talents through consistent practice, the contribution of personal skills to a team, the testing of abilities on the fields of competition, and the displaying of humble and teachable spirits in both victory and defeat. We want our varsity athletes to develop lifelong learning habits and experience success in their sport that will translate into a strong character they can use to impact our world for Christ.

COMMUNICATION AND SOCIAL MEDIA POLICY

Coaches may contact student-athletes via email, phone, text messaging and/or social networking apps (Stack Team, etc.) regarding team information with parental consent. Such information may include but not be limited to game changes, practice changes, team meeting info, etc.

Coaches are expected to send these communications during reasonable hours of the day (before 10pm). The exception would be if a player was injured during a game and a coach was following up to check on their condition.

Coaches communicating with athletes about non-sport specific items can only do so by including and or tagging a parent, coach or athletic staff member in that email, text message and/or social networking website.

Coaches must use good judgment when contacting their athletes. As a rule, it is always best to communicate with players in person, at practice or a game. While other forms of communication may be necessary, unless it is an emergency, it is better to wait until the next day.

Coaches should establish clear communication guidelines with their athletes early in the season letting athletes know how the coach will be contacting them and appropriate ways for athletes to contact their coaches.

PARTICIPATION REGULATIONS

All Salem Academy athletes are a vital part of overall team success, and their value to the team cannot be determined solely by the amount of time they are given to play in a contest. Coaches are expected to make sure all players have a clear understanding of their role on the team.

OSAA REGULATIONS

The mission of OSAA member schools is to foster well-rounded individuals. The purpose of interscholastic athletics is to help educate boys and girls and not to prepare students for college athletics, which is a by-product of interscholastic competition available to a very small percentage of high school athletes. For most students, specialization in a single athletic activity is not in their best long-term interest

Students should be encouraged by coaches, administrators, and parents to participate in a variety of school activities, including more than one sport during the school year.

SPORTSMANSHIP - (Christ, Character & Class)

The goal of our athletic department is to bring honor and glory to our Lord Jesus Christ through the ministry of interscholastic sports. Our desire is to have coaches, athletes and spectators who will best serve the Lord through their actions. In compliance with the OSAA's objective of promoting good sportsmanship in athletic competition, the following marks of sportsmanship will be followed. Coaches have a primary responsibility for setting the pattern of behavior for the contest. The conduct of the coach, in practice and in games, establishes the tone of behavior that will be projected to all participants. The attitude and conduct of the coach will be shown with Christ-like actions. Athletes are responsible to play each contest in a highly competitive way, from beginning to end, according to the spirit of the rules of the game. There is no good reason for an athlete or a team to give up the contest, regardless of the score or the time or the distance remaining. The athlete is responsible to compete and behave in practice and games in a way that brings honor and glory to God. All game participants, including spectators, are responsible for treating the officials with the Biblical honor that is due an authority figure. Game participants are to appreciate the officials' hard work and respect their decisions. All coaches are responsible to shake hands with the officials and opposing Coach in public view immediately after the contest. Anytime a player (ours or theirs) is injured during a game, players on and off the field/court are free to group together, take a knee and pray for the player.

Parents are expected to model appropriate behavior for their athletes through the following aspects of good sportsmanship:

- Parents will encourage their athletes to avoid physical confrontations with members of the other team. Players should be taught that if a confrontation does occur on the field or court, the coaches and officials will separate the involved individuals.
- All athletes and parents who are involved in any physical confrontation with another player, fan or coach will be subjected to one or all of the following disciplinary actions: removal from the remainder of that contest, suspension from future contests, or possible dismissal from the team.
- The use of profanity, abusive language, or any unsportsmanlike actions or tactics is not acceptable and considered a serious offense. Parents will avoid any actions or remarks which would provoke other spectators or would encourage any disorderly behavior. Players and Parents will control their emotions by eliminating any show of outrage or discontent over an official's call.
- Coaches or the Athletic Director will immediately discipline any player or parent who intimidates an official or displays unsportsmanlike behavior.
- Parents will never seek out an official during half-time or at the conclusion of a contest. If necessary, contact the athletic director and they will communicate with an official.

CODE OF CONDUCT

Athletics is a wonderful chance for students to continue developing in physical, mental, and spiritual maturity while nurturing confidence through dedication in honoring God through hard work and excellence. Our student athletes are expected to fulfill the high standards of academic achievement and Christian behavior. Through the opportunity of athletic competition and dedication to teamwork and discipline our school has been able to consistently foster traits that are consistent with Christian principles. As a member of an athletic high school team at Salem Academy Christian Schools, you have achieved a position of accomplishment, honor, and responsibility. Participating in high school sports is a privilege. It is a privilege that depends on Christian responsibility and sportsmanship by the student athlete, parents, and coaches.

As part of the registration process, each parent or legal guardian will be required to sign the Salem Academy Parent Code of Conduct form. If this form is not signed then the athlete will not be eligible to participate in athletics.

GUIDELINES FOR ATHLETES

Exhibit Christian values and conduct at all times. Respect towards teammates, opponents, and officials must be evident at all times.

Maintain top physical condition by eating properly, getting sufficient rest, and observing other good health and fitness habits.

Attend all practices and games. Any exception to attendance at practice and contests must be resolved by the athlete and the coach prior to the absence.

Be good stewards of school facilities and equipment. Properly take care of all school property.

Be committed to team goals. Performance is directed toward achieving team goals and team unity. The quality of the athletic experience and success depends on loyalty and a good working relationship between team members and coaches. If a problem between coach and athlete arises, both have the responsibility to work out a solution through good communication.

GUIDELINES FOR PARENTS

Parents are an important part of the athletic program at Salem Academy Christian School. The support and encouragement given to coaches and athletes are highly valued. Parents are expected to:

- **Always display Christian sportsmanship and respect** for everyone, including officials.
- **Encourage loyalty and dedication** towards the team and coach. Prayers for athletes, coaches, and teams are important and appreciated.

ATHLETIC COMPLAINT PROCEDURE

Salem Academy Christian School Athletic Department has implemented the following process to handle all conflicts and complaints. This process must be followed for the complaint to be addressed by the Athletic Director.

This complaint procedure is intended to:

- Encourage solving problems between those individuals most involved in the situation
- Resolve problems as quickly as possible in a biblically positive way
- Assist in clear communication
- Provide an orderly and known process.

Procedures for Players and/or Parental Concerns

If a player or parent has a concern or issue with a coach, the player should discuss them with his/her coach and work to a mutually agreeable solution. Salem Academy Christian School strives to ensure all coaches are willing to listen to a player's and or parent's concerns. If the concern/issue is not resolved to the player/parent's satisfaction, the player and their parents may approach the Athletic Director. A meeting would then be set up with the player, the parent, the coach, and the Athletic Director.

Players and Parents may at some point during a season have a concern about a program or a coach's decision. Next is a step-by-step procedure to follow when either a parent or a player is in need of communicating a complaint or expressing a concern:

1. First, the player must contact the coach. If your student-athlete is in a sport, the athlete should discuss the matter with the coach first if appropriate (appropriate complaints are defined below). The best way to reach resolution is to address the concern with the ***coach responsible for the issue***.
2. If the athlete does not receive a response or the issue remains unresolved, and if it is an appropriate reason for a parent to contact a coach, the parent may communicate with the coach to discuss the issue.
3. If you still do not receive a response from the coach or the issue remains unresolved, the player and or the parent may contact the Athletic Director.
4. If a matter is of serious nature and you believe that it is not suitable to talk to the coach, please contact the Athletic Director immediately. An example of a serious concern may be the coach has either verbally or physically abused an athlete. If a parent is unsure if their concern is serious in nature or not, they should immediately take their concern to the Athletic Director and they will help determine the nature of the concern.
5. Parents will not contact a coach regarding subjects which are listed below as inappropriate reasons to contact a coach. If they do, a parent will be subject to the warnings and discipline as outlined below under the Player/Parent 3 Strike Policy.
6. If a player/parent does complain to an administrator or to another coach on staff without first communicating their appropriate concern to the coach involved, the player/parent will be immediately redirected back to the coach they have the concern with and they will be subject to a strike. If a player/parent plans to meet with the coach, the Athletic Director will attend this meeting if they or the coach wishes.
7. When a parent has a concern that falls on the list of inappropriate reasons to contact a coach, they can communicate this concern directly to the Athletic Director who will investigate the issue and determine its validity. If the concern is valid, a meeting will be set up between the coach, the parent, and the Athletic Director to discuss the issue with the hopes of finding resolution. If the concern is deemed not valid by the Athletic Director, the issue will be considered resolved.
8. If after every step above has been exhausted and an appropriate concern is still not resolved, a parent may contact the superintendent with their concern.
9. If at any point a parent bypasses a step or makes a complaint outside of the process (i.e. contacts a member of the Board of Trustees, complains on social media, complains to another coach or parent, or skips a step in the process) they will be immediately redirected to the necessary step within the proper procedure and will be subject to a Strike.

In order to promote effective communication and resolution, it is important the chain of communication as outlined below is followed by athletes and parents. Not only do we feel that this procedure is Biblical (Matthew 18:15-17), but it also allows the coach the opportunity to address the issue and offer insight and perspective.

Communication Chain: The following chain of communication will be used when issues arise that are appropriate reasons to communicate with a coach:

- Athlete to Coach
- Parent to Coach
- Parent to Athletic Director

Parent to Athletic Director to Superintendent in most cases, it is best for parents to encourage their students to talk with their coach about issues that arise. If the issue is not resolved by an athlete/coach meeting, then it is appropriate for the parent to set up a meeting with the coach. As a general rule, meetings between a parent and coach will not take place immediately following a practice or game. If the issue remains unresolved after a parent/coach meeting, then a meeting with the coach, athlete, parents, and athletic director should take place.

Discussion Parameters for Parents: Below is a guide to what is appropriate and inappropriate for parents to discuss with coaches. (All of the following items, except speaking on behalf of others would be appropriate reasons for a player to communicate with a coach).

Inappropriate	Appropriate
<i>Playing Time</i>	Treatment of their child mentally and physically
<i>Team Strategy</i>	Ways to help their child improve
<i>Play Calling</i>	Concerns about their child's behavior
<i>Speaking on behalf of others</i>	Absences – Missed practices/games
<i>Team Placement (Varsity or JV)</i>	Academic related issues

At all times, Salem Academy coaches should treat parents in a professional and respectful manner. It is important that all players and parents follow this procedure in order for us to be consistent and fair to each other.

PROCEDURES FOR COACH CONCERNS

If a coach has a concern or issue with a player or parent they should discuss the issue directly with the individual and work to a mutually agreeable solution. Salem Academy Christian School strives to ensure all coaches are willing to work towards resolution of a problem with a player or a parent if they have concerns. If the concern/issue is not resolved to the coach's satisfaction, the coach must connect with the Athletic Director. A meeting would then be set up with the player, the parent, the coach and the Athletic Director.

Next is a step by step procedure to follow when a coach is in need of communicating a complaint or expressing a concern about a player or a parent:

1. First, the coach must make contact with the player or the parent if appropriate. The best way to reach resolution is to address the concern with the person responsible for the issue.
2. Coaches will not contact a player or a parent about items listed below as inappropriate. If they do, a coach could be subject to discipline.
3. If a coach is to complain to an administrator first about appropriate concerns, they will be directed to connect with the player/parent involved. If a coach plans to meet with a player or a parent, the Athletic Director will attend if needed.
4. If a coach does not receive a response or the issue remains unresolved, they will contact the Athletic Director to institute the 3 Strike Policy.
5. If it is a matter of serious nature and a coach believes that it is not appropriate to talk to the player or the parent, the Athletic Director or the authorities if necessary should be contacted immediately. An example of a serious concern would be if a coach were to believe there is abuse of the athlete occurring in the home.
6. If a coach is contacted by a parent about an item listed on the inappropriate list, they must make the Athletic Director aware of this issue so appropriate steps can be taken and if needed a strike given for this violation of policy.

In order to promote effective communication and resolution, it is important the following chain of communication is followed by athlete and parents. Not only do we feel that this procedure is Biblical (Matthew 18:15-17), but it also allows the coach the opportunity to address the issue and offer insight and perspective.

Communication Chain: The following chain of communication will be used when issues arise that are appropriate to communicate with a coach in regards to:

1. Coach to Athlete
2. Coach to Parent
3. Coach to Parent to Athletic Director
4. Coach to Parent to Athletic Director to Superintendent

In most cases, it is best for coaches to talk with their players directly about issues that arise. If the issue is not resolved by an athlete/coach meeting, then it is appropriate for the coach to set up a meeting with the athlete and the parent. As a general rule, meetings between a parent and coach will not take place immediately following a practice or game. If the issue remains unresolved after a parent/coach meeting, then a meeting with the coach, athlete, parents, and athletic director should take place.

Discussion Parameters for Coaches to Players: Below is a guide to what is appropriate and inappropriate for coaches to discuss with players.

Inappropriate Appropriate

<i>Speaking on behalf of others</i>	Playing Time Ways to help the player improve Ways to help the player improve
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Male Coach to Female Athlete (Discretion should be used and certain subjects should be left for a female coach to handle) and vice versa with Female Coach to Male Athlete.

At all times, Salem Academy coaches should treat players and parents in a professional and respectful manner. It is important that all coaches follow this procedure in order for us to be consistent and fair to each other.

**Coach - Please inform the athletic director immediately when you have player or parental concerns. The athletic director needs to be prepared to deal with the problem if necessary.*

PLAYER/PARENT 3 STRIKE POLICY

If a coach has an unresolved concern or issue with a parent or player where a player or parent has broken a rule or policy outlined in the Athletic Department Handbook, the Sportsmanship Policy, the Code of Conduct, the Team Rules or the Procedures for Players and Parent Concerns, and the Athletic Director has determined that the concern is valid and unresolved, a parent or player will be given a strike by the Athletic Director as outlined below and will be subject to the following steps of restorative discipline:

- **1st Strike** - The coach will verbally express their concern/issue with the parent or player. If the issue is unresolved the coach will contact the Athletic Director and express their concerns. The issue will be documented by the Athletic Director. The Athletic Director will contact parent/player to mandate a review of the Athletic Department Handbook, the Sportsmanship Policy, the Code of Conduct and any Team Rules.
- **2nd Strike** - If the concern/issue recurs, or if another issue arises of similar concern, the coach will contact the Athletic Director with information supporting their concern. The AD will investigate the issue and will issue the parent or player a 2nd Strike if appropriate. The 2nd Strike will be the final warning to the parent and or player. A 2nd Strike for continued inappropriate behavior will result in the offending player or parent being suspended from practices and contests for 1 week. Again the Athletic Director will document the concern and the player and or parent will be contacted for a sit down meeting to discuss the issue and the discipline.
- **3rd Strike – Ejection/Dismissal** - If the player or parent behavior continues to be inconsistent with the Athletic Handbook, Team Rules, Sportsmanship Policies, the Code of Conduct or the Parent and Player Complaint Procedures, the Athletic Director has every right to dismiss the player from the team or ask that the parent no longer be allowed to attend athletic contests.

The Athletic Director will contact the parent to let them know of the dismissal of their son or daughter from the team or to let them know that the offending parent will no longer be allowed to attend said athletic events.

Strikes are accrued over the course of the school year and are not limited to one specific sports season. Meaning, strikes will carry over from Fall Sports to Winter Sports and then to Spring Sports. Strikes will be removed at the end of the school year.

If at some point a player or a parent receives a 3rd strike and is dismissed from a team, two of the three existing strikes will follow them to the next sport they play during the same school year. If a parent or a player receives a third strike during their second season they will be dismissed from that team and will not be allowed to participate in the third season that school year if applicable.

Offenses deemed serious enough by the School Administration or the Athletic Director could result in immediate Ejection/Dismissal from the team. There could be times when there will be no 1st or 2nd Strikes before dismissal

ELIGIBILITY REQUIREMENTS

Academic achievement is a very important aspect of student life and needs to be given priority over athletic participation. A student must meet Salem Academy eligibility requirements to participate in athletic, student government, or other cocurricular activities. The pursuit of excellence is a vital part of Salem Academy's program. Salem Academy students are expected to do their best to achieve their full academic potential. The following are the minimum academic requirements a student must meet in order to participate in athletics at Salem Academy:

Athletic Eligibility General Expectation

- Any student admitted into the regular academic program at Salem Academy is expected to maintain at least a C average (2.00 GPA). A student whose grades fall below 2.00 GPA or receives a failing grade at the end of any semester will be placed on academic probation.
- During the probation period of one semester, students will be expected to establish and maintain the minimum grade point average of 2.00 and no failing grades. At the end of the probation period, if the GPA has met the acceptable 2.00 standard, probationary status will be removed.
- Should, however, the GPA remain below 2.00 or current grades reflects a failing status, a conference will be held between the administration, parents, and student, to institute a formal plan to keep the student at Salem Academy, or the student may be asked to discontinue attendance at Salem Academy Christian Schools.

Grade Checks

- High school students with two or more D's or one or more F are automatically placed on academic probation.
- Follow-up grade checks will occur every 2 weeks; if the student's grades remain below the accepted level, the above measures will be repeated.

- Teachers will react proactively to causes for concern in student performance, contacting parents if a major assignment is missed or failed, or if a normally healthy grade falls to D/F. In addition to automated email notifications via FACTS/RenWeb.
- If at any point during these two weeks a student's grades become eligible, they can request the athletic department re-check their grades and they can be cleared for participation with the Athletic Director's approval. Once they are clear, their grades will not be checked again until the next grade check date.

ATHLETIC REGISTRATION

Prior to the start of the first practice, students must complete the online registration, make payment and complete all the necessary tasks below to be considered officially registered for participation. All forms are available on the Salem Academy Athletics webpage (www.salemacademy.org/athletics).

- **School Registration** - Students must be officially registered for school before they can register for athletics.
- **Sport Fees** – A sport fee is charged for each sport and must be paid in full prior to the start of the season. Students are charged a maximum of two sport fees a school year. **Academic Eligibility** – Students must be academically eligible to participate practices or games.
- **Emergency Contact/Medical Information Form** – Students must have a current emergency contact/medical information form on file. This form must be completed by the parent/guardian each year.
- **Pre-Participation Physical Exam Form** – Athletes are required to have physical exams every two years prior to participation in athletics. Physicals must be given after May 15, every two years from the time they begin participating in athletics at Salem Academy.
- **Medical Release Form** – This form allows the school to give permission for medical treatment to be given to the athlete in an emergency if the parent/guardian is unavailable or unable to do so themselves. This form must be completed by the parent/guardian each year.
- **Parent's Code of Conduct Pledge** - All parents are required to sign this code of conduct in order for their child to participate in athletics, and abide by the policies in this athletic handbook.
- **Team Parent Meetings** – Parents must attend all team specific parent meetings prior to each season their athlete is participating in. Coaches will communicate ahead of time when these meetings will occur. Vital information is given at these meetings so it is crucial all parents are in attendance. Coaches may choose to run more than one pre- season parent meeting to provide families with options however this is not mandatory.

GENERAL RULES FOR PARTICIPATION

Attendance

In order to participate in cocurricular activities, students are expected to be at school for their classes. If a student is absent, but it has been excused per the general attendance policy, they may participate in cocurricular activities except in the case of illness. Absences that go uncleared by a parent for two days after the return of the student to school will be considered unexcused. Any student showing an unexcused absence for any class period that day will not be eligible to participate.

Athletes are expected to be at all practices and contests as scheduled by their coaches and the Athletic Director. The number of practices and games increases at each level (i.e. Middle School, Junior Varsity, and Varsity). Parents and students are encouraged to consider the time commitment of each sport prior to tryouts and discuss their ability to meet those expectations should they be selected to a team. Once selected to a team, athletes need to communicate to their coach if a situation prevents them from attending a scheduled practice or game, preferably in advance. Coaches may implement specific penalties for absences, expectations and penalties for absences will be clearly explained at the beginning of each season.

Athletic Injury Report

For us to provide adequate supervision, assistance and documentation, parents and athletes are asked to report all injuries to their coach as soon as possible.

- After an athlete is sidelined with an injury in which he/she required professional medical care, the following must be observed:
- A medical release needs to be signed by the doctor who treated the athlete.
- The coach, head coach and athletic director must meet and unanimously agree to the athlete's return.
- They should also discuss the athlete's limitations and the plan for the athlete to get physically back to 100% playing ability.
- **For less severe injuries in which the school trainer can treat the athlete, no medical permission is required for the athlete's return.** The coach must follow up with a phone call/email to the parents that night following the injury/treatment. Any pertinent information and verification of the phone call should be recorded in writing to the Athletic Director.

Insurance

Athletes are required to have medical insurance coverage to participate in all sports. For information on how to purchase medical insurance, contact the Business Office.

Dress Code

Athletes are allowed to wear clothing designed for their specific sport but are expected to maintain modesty and neatness expectations found in the Parent/Student Handbook. Coaches may also require specific dress codes for practices and game days. Both male and female students must exercise in shirts at all times on Salem Academy campus. This includes summer workouts that take place at any Salem Academy facility.

Uniforms/Equipment/Facilities

Athletes are expected to be good stewards of the uniforms, equipment and facilities provided for them in each sport. Athletes should not participate in or tolerate the destruction or misuse of school equipment or property.

Students may be held financially responsible for damage they cause to uniforms, equipment, and facilities. Uniforms are not to be worn during PE/weightlifting classes.

Language/Gestures

Improper or questionable language or gestures will not be tolerated and may result in extra conditioning, suspension from future games or possible dismissal from the team.

Transportation

School vehicles will provide transportation to non-home sporting events. Parents are allowed to take their students home from away contests but must sign out with the head coach before leaving with the athlete. Athletes are expected to take school provided transportation to away contests. The use of private vehicles will be reserved for special circumstances and emergencies. Students needing to drive themselves to a contest or a practice must submit a written request from their parent prior to leaving for the game or event and receive clearance from the Athletic Director or Principal. Athletes will not be allowed to ride with other students to and from away contests or practices. Any athlete who would like to ride home with another parent or sibling must submit a written permission form from their parent prior to leaving for the game or event and receive clearance from the Athletic Director or Principal.

Varsity Letters

Salem Academy will award Letters to athletes who have made a significant contribution to their Varsity team. The head coach will determine and define what a “significant contribution” is for that sport and team.

Detentions

Athletes must serve detentions prior to attending games or practices. In the event that there is a conflict between a scheduled detention and a practice or game, detentions will take precedence. Should a player skip detention to attend a practice or game, or if a player accrues multiple detentions within a season, that athlete may face additional consequences, such as suspension from future contests and dismissal from the team. With coach discretion, an athlete can serve their detention and participate in a practice or competition after they get out of detention on the same day.

Quitting

Salem Academy strongly discourages athletes from quitting a sport once they have started a season. Students who choose to quit after tryouts have concluded and or mid-season for a reason other than illness, injury or academic struggles will not receive an athletic fee refund or receive postseason recognition. Athletes that quit for non- approved reasons will be prohibited from joining the next school sponsored athletic sport they would normally participate in. Reasons for quitting other than illness, injury or academic struggles may be submitted to the Athletic Director in writing for approval however few reasons will be accepted.

Ejection

Students and parents will be personally responsible for fines levied against the school as the result of an ejection from a contest. Students may also face additional penalties, such as suspension from future contests and dismissal from the team. Parents may also be prohibited from attending future contests.

Transfer Policies

Policies regarding the eligibility of a high school athlete transferring from one school to another are regulated by the OSAA and need to be closely adhered to. For an explanation of OSAA transfer policy visit www.osaa.org, or stop by the Athletic Office for more information.

Illegal Substances

Alcohol, drugs, tobacco and illegal performance-enhancing Substances are not to be used at any time. Proven use will constitute suspension from the team and possibly expulsion from the team and/or school.

Supplements/Protein Shakes/Energy Drinks

Student athletes are encouraged to talk with their parents and their head coach before using over the counter performance enhancing supplements, protein shakes or energy drinks. Students are allowed to bring such performance enhancing supplements, protein shakes or energy drinks onto campus that are premade and are for personal consumption. Students are not to share or distribute performance enhancing supplements, protein shakes or energy drinks with other students.

Hazing

Hazing is strictly prohibited and such conduct may result in disciplinary action including suspension and/or expulsion from Salem Academy. "Hazing" refers to any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing is not limited to activities that are physically abusive, hazardous, and/or sexually violating but also includes personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/underclassmen; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; brandings; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault.

Participation Restrictions

The following are participation restrictions due to grade level:

- 8th graders will not be allowed to participate on 6th grade teams without specific permission granted by the athletic director after receiving conference approval.
- Seniors are not allowed on JV1 or JVII teams without specific permission granted by the Athletic Director after receiving Conference approval.
- OSAA regulations prevent middle school athletes from participating on high school teams or practicing with High School students.

TEAM SELECTIONS

In accordance with our Philosophy of Athletics, and our desire to see as many students as possible participate in our athletic programs while at Salem Academy, we encourage coaches to keep as many students as they can without unbalancing the integrity of their sport. Obviously, time, space, facilities, equipment, OSAA team size regulations and other factors will place limitations on squad size for certain sports. However, when developing policy in this regard we strive to maximize the opportunities for our students without diluting the quality of the programs.

Team Selection Policies

- **Responsibility** - Choosing the members of athletic squads is the sole responsibility of the head coach of that team. Lower-level coaches shall take into consideration the policies of the varsity team and accept the recommendations varsity head coach when selecting team rosters.
- **Notification** - Prior to trying out, the coach shall provide athletes with information regarding the extent of try-out period, criteria used to select the team, number to be selected, practice expectations if they make the team and game commitments.
- **Procedures** – In the event that the number of participants trying out for a team exceeds team size limitations for that sport, all athletes will be given the opportunity to be fairly evaluated. This time may include drills, situational simulations and scrimmages. Coaches can choose to make team selections all at once or progressively throughout the first week of the season.

All athletes not selected to a team after participating in the activities listed above will be personally informed of the decision by the coach. At that time the coach will provide the factors that contributed to his/her decision. Salem Academy coaches are encouraged to discuss alternative opportunities for the student to be a part of the team, such as team manager, statistician or score keeper.

- **Appeals** - In the event that an athlete is not selected to a team, he/she may appeal the decision in writing and request one additional day to work out for the coach and earn a roster spot. Appeals must be submitted to the Athletic Office by 12 p.m. of the day following team selections.
- **Placement** - The above procedures will be used should the number of participants trying out for a team exceed team size limitations for that sport. These procedures are not for the placement of an athlete on a particular squad (as in Varsity, JVI and JVII). The varsity head coach is responsible for these decisions and may make them as soon as all athletes have been fairly evaluated.
- **Middle school sports**– Middle school sports are generally 7th and 8th graders only. 6th graders will be asked to try out should a team not be full without their participation. 7th and 8th graders will receive preference in these instances over the 6th graders joining. This will be directed by the varsity head coach with approval of the athletic director. Track and cross country are exceptions to this where 6th-8th graders are allowed to join and register without team size considerations. Salem Academy reserves the right for middle school volleyball and basketball to have teams compete as A & B teams rather than 7th and 8th grade teams should it fit the needs of the program at the time. This will be directed by the varsity head coach with approval of the athletic director.

Practice Policies

- Coaches must verify the athlete's eligibility before they are allowed to participate in a practice or game.

- A coach may be suspended from their duties as a coach for up to 3 days if they allow an athlete that is not eligible per the green card policy to participate in either a practice or a game.
- Practice sessions should be well planned, well structured, and should not exceed three hours, excluding time for dressing and showering.
- Saturday practices are allowed for varsity level teams but are to be held to a minimum for non-varsity teams. Sunday practices are only permissible under special circumstances and must have administrative approval. Practices held during vacation days should take into account the family commitments of each team member. Practices scheduled outside a normal practice time should be coordinated with the Athletic Director.
- Athletes need to take all needed items (backpacks, books, homework etc.) to their team room, locker room or vehicles prior to practice. School buildings are locked by 4pm each day and students will not have access to their lockers following practice.
- If emergency weather conditions result in an early dismissal or school closing, only varsity practices will be allowed with permission from the Athletic Director or administration.

Requirements before first practice

The following things are required by the student athlete **before the first practice** with any team:

- Be registered for school at SA (homeschool/neighborhood school rule exceptions)
- Meet academic eligibility requirements
- Complete and Provide OSAA approved Physical form (Good for 2 years)
- Complete Athletic Online Registration
- Make Payment for Sports Fee
- Attend parent/athlete pre-season team meeting (Parent Code of Conduct will be signed at this meeting)

PRACTICE/GAME AND SCHOOL ACTIVITY CONFLICTS

Resolving scheduling conflicts between athletic activity and other school sponsored activities: It is our desire and intent to provide a well-rounded education for SA students and we encourage our young people to be involved in as many activities as possible to accomplish this goal. It is obvious they cannot be involved in every available opportunity, and it is equally obvious limiting them to one activity is unrealistic.

Problems occur when student/athletes are "double-booked"--- they need to be in two places at the same time. This problem is ours (coaches and sponsors, with input from parents) to resolve, not the students.

The conflict resolution procedure will be as follows:

- A Contest (game) overrides a rehearsal.
- A Performance (concert) overrides a practice.
- When a conflict exists between a practice and a rehearsal or a performance and a game, a "give and take" policy based upon the objective information available should prevail. This "give and take" is the responsibility of the teachers, coaches and advisors. Communication is the key. Get together and "work it out". If together a mutual decision cannot be reached, the Administration should be consulted for a final decision. Ideally, all parties should submit their schedules well- in-advance, so that many of these scheduling conflicts can be avoided.

HEAT AND LIGHTNING POLICIES

Heat Guidelines

Per OSAA website: osaa.org/heat-index

Heat Index: 80-94: Risk Level -- Notice

- Maximum of 5 hours of practice per day.
- Provide ample amounts of water.
- Water should always be available, and athletes should be able to take in as much water as they desire.
- Watch/monitor athletes for necessary action

Heat Index: 95-99: Risk Level – Caution

- OSAA Recommendation: Consider postponing practice to later in the day.
- Maximum of 5 hours of practice per day.
- Practice length a maximum of 3 hours.
- Mandatory 3 hour recovery period between practices.
- Contact sports and activities with additional equipment - helmets and other possible equipment removed if not involved in contact or necessary for safety.
- Provide ample amounts of water.
- Water shall always be available and athletes should be able to take in as much water as they desire.
- Watch/monitor athletes for necessary action.

Heat Index: 100-105: Risk Level – Warning

- OSAA Recommendation: Postpone practice to later in the day.
- Maximum of 5 hours of practice per day.
- Practice length a maximum of 3 hours.
- Mandatory 3 hour recovery period between practices.
- Alter uniform by removing items if possible - allow for changes to dry t-shirts and shorts.
- Contact sports and activities with additional equipment - helmets and other possible equipment removed if not involved in contact or necessary for safety.
- Reduce time of planned outside activity as well as indoor activity if air conditioning is unavailable.
- Provide ample amounts of water.
- Water shall always be available and athletes should be able to take in as much water as they desire.
- Watch/monitor athletes for necessary action.

Heat Index: 150 or above: Risk Level – Danger

Coaches Information

- Practice Clothing/ Gear should be light in color and loose as to minimize the effect of the sun and heat.

- During 2 a day's practices, athlete's body weight must be taken before and after practices to monitor the loss of water.
- Fluids need to be ready and available to athletes during practice other than the predetermined breaks.

Lightning Guidelines

- During practices or games a designated coach will keep the lightning monitor if the threat of severe weather is possible.
- The designated person will have a predetermined, close, and safe location to get the teams inside out of harm's way.
- Lightning is within 8 – 20 miles; games or practice will be suspended. Once the threat of the storm has ended and at least a 30 min wait time has elapsed, practices or games may continue.
- During games, the public announcer will inform the spectators to seek shelter immediate. The school is not liable for those who may be injured due to lightning strike that do not seek shelter.