



**NORTH ROME
CHRISTIAN SCHOOL
ATHLETIC HANDBOOK**

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Purpose:

The purpose of the NRCS Sports Program is to provide a sound athletic educational opportunity that focuses on glorifying God. We recognize that competitive school sports are in many ways analogous with “life and life lessons”. Mentoring students in developing godly qualities such as leadership, self-discipline, endurance, self-control, diligence, sportsmanship, accountability, cooperation, submission to authority and teamwork will be assets for use beyond the sports arena.

Athletic Philosophy:

Participation in the NRCS athletic program is a privilege earned through hard work, commitment and dedication to the team’s common goals. In view of the biblical principles and standards of this school, athletes are expected and encouraged to maintain a Christ-like attitude and show a high level of sportsmanship in every endeavor of life. The Bible tells us that how we think in our heart so are we. In order for us to have a Christ-like attitude and to show that attitude to others, we must intentionally put God’s Word in our heart, think positive thoughts and perform positive actions. Athletes, parents, friends, coaches and fans all have an opportunity to reflect Christ through athletics.

Spiritual Goals:

1. Participation for God’s Glory

Whether then you eat or drink or whatever you do, do all to the glory of God.

I Corinthians 10:31

The Christian athlete must realize that all things should be done for God’s glory. The scriptures teach that God is glorified when Christians seek to please Him in their actions, attitudes, reactions, speech, and thoughts. The Christian athlete’s goal is to glorify God by performing as Christ would perform as a member of a sports team.

Whatever you do, do your work heartily, as for the Lord, rather than for man.

Colossians 3:23

The Christian athlete can glorify God by performing to the best of his ability at all times. To do less than one’s best is to dishonor God. The Christian athlete’s goal is to glorify God by giving 100 percent to become the best possible team player he/she can be.

2. Being a witness for Christ

Let your light shine before men in such a way that they may see your good works, and glorify your Father who in heaven.

Matthew 5:16

The Christian athlete can also glorify Christ by being a witness of Christ’s saving grace.

An athlete who performs respectfully with good sportsmanship displays the power that Christ has given him over sin. The goal of the Christian athlete is to be an effective witness by exhibiting self-control, teamwork, and good sportsmanship.

Let no man look down on your youthfulness, but rather in speech, conduct, love, faith, and purity, show yourself an example of those who believe.

1 Timothy 4:12

Social Goals

1. Teamwork

Sports provide an opportunity for individuals to learn to work together as team. Individuals should learn to work together as a team. Individuals should perform unselfishly so that the team can succeed. Actually, an athlete is developing genuine meekness as he/she looks beyond himself for the good of the team.

The goal of the true team player is to realize that games will be won by team effort, not by individual performance.

2. Leadership

An athlete is naturally viewed as a leader in the school. As the leader, each athlete is expected to maintain a high standard of conduct before the Lord and in the sight of the student body. Leadership is developed within each player as he/she sees his/her duty to live above reproach. The goal of a leader is to live by example in a spirit of service to those around him.

3. Responsibility

Success in athletics requires a measure of personal responsibility on the part of each player. Each team member is responsible to be appropriate in action, healthy in body, positive in attitude, prepared for practice, and committed to the team. The goal of a responsible athlete is to be a useful part of the team.

4. Attitude

Team members should maintain a positive, right attitude at all times. Negative, cutting, or derogatory remarks serve only to demoralize a team. Attitudes are most evident when players react to circumstances. Team members should strive to keep a good attitude at all times, even when things are not going well. The goal of a member with a good attitude is to encourage others with positive, uplifting statements and to react in a proper manner, not letting circumstances dictate his/her feelings.

Physical Goals

1. Personal Fitness

Participation in athletics provides a means for team members to learn the benefits of physical fitness. The goal for each team member should be to establish and to maintain a healthy level of physical fitness.

2. Self-Discipline

Becoming physically fit requires self-discipline. The successful athlete will discipline himself to take care of the body God has given him. The goal of each athlete should be to discipline himself, to eat properly, and get adequate rest and exercise.

LIFESTYLE STATEMENT FOR STUDENTS

North Rome Christian School (NRCS) is a non-profit Christian school representing Jesus Christ throughout the evangelical Christian community. NRCS requires its students and their families to be born-again Christians (believers in Jesus Christ) and living their lives as Christian role models, 24/7/365 (Romans 10:9-10; I Timothy 4:12). Students will conduct themselves in a way that will not raise questions regarding their Christian testimonies. A Christian lifestyle should reflect the Biblical perspective of integrity, appropriate personal and family relationships, academic and classroom conduct, and moral behavior. A student is expected to demonstrate a teachable spirit, an ability to share love for others, a willingness to live contentedly under the authority of their teachers and administration, and a commitment to follow the Matthew 18 principle when an issue arises with fellow students and/or staff.

Moral misconduct, including but not limited to the refraining from such activities as the misuse of alcohol and tobacco, the use of illicit drugs, the use of recreational marijuana, legal or illegal, the use of vulgar and profane language, homosexuality, heterosexuality, sexual orientation, gender expression or identity, or living together outside of marriage, as defined by scripture, violates the bona fide requirement of families and students being Christian role models (24/7/365). Students acknowledge that the unique roles of male and female relationships are clearly defined in Scripture (Romans 1:21-24; I Corinthians 6:9-20).

Students will maintain a lifestyle based on Biblical standards of conduct. Failure to do so may result in a reprimand, or in some cases, dismissal from school. There are additional grounds whereby a student may be dismissed from NRCS. It is the goal of NRCS that each student have a lifestyle where “[Jesus] might have the pre-eminence” (Colossians 1:18).

Coaching Is Ministry

Coaches can have a very effective ministry to the unsaved as well as to the fans and to the team. The coach is visible at all times, so they must consistently display a Christ like manner. Their words, actions, and reactions are under the scrutiny of everyone around them. Thus, it is important to control yourself, do not display overt anger in word or deed with disrespect for players, officials or fans.

It is a coach’s responsibility to see that their team maintains a good testimony- clean of any offense at all times. The key to a good testimony is acting appropriate. When

problems arise, take appropriate measures to handle the situation consistent with NRCS directions and policies.

North Rome Christian School would expect that our coaches seek to conduct a Christ-honoring program that is consistent with the school's stated purpose, goals, objectives, and philosophy.

ONE-TO-ONE GUIDELINES

One-to-One Guidelines are to be used for any counsel, instruction, misbehavior, medical (HIPAA), tutoring, coaching, etc., related to North Rome Christian School

1. Our preference at NRCS is that a coach, nurse, principal, teacher, parent, guidance counselor, or any other adult not meet one-on-one with a student, child, or athlete,
2. If it is necessary or does happen, make other adults aware, and if possible, have another adult witness in the same room as observer, and/or,
3. When meeting one on one (adult to adult, adult to child, etc.), make certain that either the door is ajar 6-12" or there is a window in the meeting room door that helps both children and adults maintain safety.

GENERAL POLICIES AND GUIDELINES

Sports Offered

The following sports are offered at North Rome Christian School:

Boys Soccer	Varsity (7 th grade -12 th grade)
Girls Soccer	Varsity (7 th grade- 12 th grade)
Boys Volleyball	Varsity (7 th grade -12 th grade)
Girls Volleyball	Varsity (7 th grade - 12 th grade)
Boys Cross Country	Varsity (7 th grade - 12 th grade)
Girls Cross Country	Varsity (7 th grade - 12 th grade)
Boys Basketball	Varsity, Junior Varsity, Junior High, Elementary
Girls Basketball	Varsity, Junior Varsity, Junior High, Elementary
Cheerleading	Varsity and Elementary

Finances

1. The athletic program should operate financially on a self-sufficient basis. The funds will be raised through per family sports fee for each new season, contributions, concession sales, admission charges, and approved fund-raising measures.
2. The fee is set annually by the NRCS school board and is to be paid directly to the NRCS office to the Attention the Athletic Director. Students are ineligible for competition until the fee has been paid.

3. Sports fees for the school year are listed on sport's application.
Coaches are not required to pay a sports fee for participating students
4. Money from the sports fund is used to pay referees, association and conference dues, tournament fees, equipment, first aid supplies, and other miscellaneous costs related to the sports program.

Affiliations

NRCS holds current membership: The NYPENN (New York Pennsylvania) Christian Athletic Conference & ESCAL (Empire State Christian Athletic League).

**A decision to change affiliations will be proposed by the coaches to the athletic director and administrator. Their recommendation will be presented to the board with supporting documentation. The NRCS Board will make the decision to approve the request by way of a motion.

Requirements for Participation

It is considered a privilege for students to be able to represent the North Rome Christian School through participation in their athletic programs. However, such participation is predicated upon each student fulfilling his/her primary responsibilities in everyday school affairs. Students who fail to consistently abide by basic school policies, respect attendance and punctuality guidelines, and maintain responsible classroom performance standards may lose their eligibility to participate in the athletic program. When such concerns are raised, the Administrator will consult with relevant teachers or staff in order to evaluate the situation. Once the facts are known, the Administrator will convey the decision to the Athletic Director who will inform the affected coaching staff of the student's eligibility for continued athletic participation.

Although we at North Rome Christian School recognize that we have no direct control of the students when away from the school, any violations of accepted behavior of NRCS and Homeschool student athletes in all conduct and activities shall be considered serious and consequences for that specific unacceptable behavior will result. The testimony which the students give forth for, or against, the Lord Jesus Christ when out in public is also the testimony which is reflected upon NRCS.

Home School Student Eligibility

1. Student cannot turn 19 years old before September 1st of the school year.
2. Student cannot have participated in a graduation ceremony of any manner.
3. Student must declare his/her grade level upon registration with NRCS.
4. Student athletic eligibility extends only until you have reached the end of your fourth consecutive year (8th consecutive semester or the equivalent) beyond the eighth grade. Therefore, if you repeat a grade after eighth, you will be ineligible as a senior.

5. Student must be enrolled in and in full participation with a Cyber-Charter or Home school academic instruction.
6. Student's Parent/Guardian must agree to provide monthly progress reporting of stated studies to show compliance with academic requirements of NRCS. **The documentation may be in the form of a letter affirming studies and corresponding grades dated and signed by parent or guardian and student.
7. Student must comply with required sports physical and medical history sheet information.

Scheduling Policies and Guidelines

1. All schedules of athletic events must be approved by the NRCS Administrator before they become effective.
2. When possible, games should be scheduled with schools so that travel distances will be minimized.
3. Games should be scheduled on dates and times that minimize or avoid a loss of school time for travel or play.
4. Loss of school time scheduled events shall be approved by the Administrator.
5. When possible, games should be scheduled to avoid semester ending exams.

Practices

In general, the number of practices per week in preseason and the number of games/practices per week after games start will be determined by:

1. League rules.
2. Availability of practice facility.
3. Equitable use between girls and boys.
4. Practices may be scheduled at approved off site locations as long as there is agreed upon coordination between coaching staff & A.D. and any transportation stipulations.
5. Practices scheduled over holiday breaks will be considered optional with reference to attendance. Players should communicate their intention to be in attendance or not, ahead of these scheduled practice dates.
6. Coaches shall be sensitive to players who attend church services/youth group on Wednesday/Friday evenings and work in a flexible manner with affected players.

Playing Time

1. Elementary Athletic Programs:
Goal: Skill Development and Enjoyment. Athletics at this level are designed to focus on individual skills and basic strategy development. Participation and enjoyment are the keys to fundamental development at this level. Winning at this level is nice but not important.
2. Junior High Athletic Programs (6th,7th,and 8th grade):
Goal: Emphasize skills and fundamentals. Athletics at this level are designed to teach teamwork, the game rules, regulations, discipline and good sportsmanship.

Encourage as many students as possible to participate in order to experience the sport. Provide everyone at this level the opportunity similar periods of play-time in games, scrimmages and practices.

3. Junior Varsity Programs:

Goal: Game experience. Athletics at this level focus on skill development with game playing experience. J.V. teams are the last stepping-stone for preparation for varsity teams. It is a time for building on fundamentals and sharpening skills. It is a time to emphasize playing time in relationship to student's ability and skills. It is a time to instill the students' need to be more responsible, disciplined, and dedicated. Students should be encouraged to attend camps, open gyms and off-season conditioning.

4. Varsity Programs:

Goal: To Field a skilled, competitive, Christ honoring team. Athletics at this level are focused on defining the skills learned, being competitive and giving the team an opportunity to win.

The over-all goal of North Rome Christian School Athletics is to build character that teaches life lessons through athletic competition.

PHYSICAL

For scholastic sports eligibility, all students must submit to the school office proof of a current (within the past 12 months) sports physical. In addition, families must submit a current medical form to the school office in order for their student to participate in any athletic program. Physicals must be obtained prior to participation in athletics, including preseason activity. Authorized NRCS staff will provide coaches with an eligibility list indicating students in compliance. Physicals are currently obtained through family physicians; the physician must fill out the NRCS Sports Physical Form.

MEDICAL

Every member of an athletic team must be covered by a health insurance policy. At the time of initial enrollment in to school, families are to communicate their students' insurance information on the medical form that is included with the enrollment paperwork. If this information changes at any time during a student's enrollment, the family is to notify the school office immediately.

There is student insurance available through the outside source and the family can contact the school office for information.

First Aid and CPR Training

While not mandatory NRCS would highly encourage NRCS coaches to undergo training in First Aid, CPR and AED.

Medical kits and the athletes' health forms are with the teams at all times throughout the season.

Concussions

The school's nurse will provide information with reference to training for NRCS coaches so that they can respond appropriately if a concussion is suspected.

GRADES

Student-athletes must maintain an overall grade average of 70% or higher (with no failing grades) to remain eligible for NRCS sport activities. When an athlete reaches this minimum average, their grades will be checked every other week (Monday). If the athlete's grade falls below a 70% in any of their subject(s), they will be placed on a two week probation period beginning that Wednesday. During probation period, athletes will be permitted to practice and play in games. If the athlete's grades continue to be below a 70% at the next grade check, they will be placed on suspension starting Wednesday of that week. During the subsequent suspension period, athletes may practice but not play in any games. Grades will be rechecked the third week and if there has not been an overall improvement in academic standing, the athlete will be declared ineligible for the rest of the season.

DRESS CODE

All athletes shall adhere to the NRCS dress code before, going to, during, and coming from games and practices. Appropriate and modest athletic apparel will be allowed during games and practices. Coaching staff may exercise flexibility with regard to the wearing of uniforms in transit to soccer games in order to compensate for abbreviated warm-up periods for athletes. All basketball player's attire for away games are to be dressed in Chapel wear. At all home games, players are to wear warm up apparel. Any player not dressed in warm ups for home games will not play the first half. Any players not in chapel attire for away games will not play at all.

Chapel Wear for Away Games

GIRLS: skirts or dresses (knee length or longer) or dress pants with a dressy top

GUYS: dress pants and belt with tucked-in button-down shirt and tie

ATHLETE'S CODE OF CONDUCT

Athletics is a visual entity of our school. It is vital that our athletics represent the Lord in a distinctive way. Hence, athletes are expected to conduct themselves properly.

- The use of alcohol, tobacco, or any harmful drug is strictly forbidden.
- Verbal abuse of officials, opponents, or coaches will not be tolerated.
- Profanity and use of the Lord's name in vain are prohibited.
- Athletes are expected to respect NRCS faculty, staff, students, and property.
- Athletes will abide by school codes and regulations.
- Athletes must adhere to all NRCS handbook policies including no public displays of affection.

If an athlete's actions violate this code, the following procedures will insure:

- The use of alcohol, tobacco, or any drugs shall immediately terminate the athlete’s privilege to participate in the remainder of that season. The athlete may return to participate only through consent of the administrator, athletic director, and the present coach.
- Verbal violation and disrespect of school property or property of other shall be governed by the coach. If any action continues, the athletic director reserves the right to refer the athlete to the administrator for further action. If an athlete is consistently disregarding school regulation, he/she may be dismissed from participation.

PENALTY – FOR VIOLATIONS OF CODE OF CONDUCT

First Offense	Athlete will receive a verbal warning; AD will be notified.
Second Offense	Athlete will be given extra endurance work by the coach. AD and administrator will be notified.
Third Offense	Athlete and parents will be required to meet with coach, AD, and administrator to determine next step.

PARENTS’ CODE OF CONDUCT

Parents attending athletic contests are expected to speak and act as representatives of the Lord and NRCS. Expectations of fans can be no less than those for players, coaches, and officials as they respond to the events of the contest.

- Parents are expected to support not only their children but also the team, the coach, and NRCS.
- Parents are expected to deal with their concerns with the person most directly involved before taking their concerns to those not involved. (Matthew 18)
- Parents are expected to help their children learn dependability, promptness, and accountability by being aware of the practices and game schedule and other responsibilities.
- Parents are expected to abide by the school’s fan policy, and should they bring guests to an NRCS athletic event, they are to see that such guests are aware of the NRCS fan policy and to encourage them to follow it.
- Parents are to allow the coach to do the coaching. It is up the coach to decide on game strategy and the methods the players are to use in the game.

FANS

No booing, yelling, and acting in any disrespectful or unsportsmanlike manner towards any official, player, or anyone involved with or attending the game will be tolerated. This includes time before, during, and after the game; it also applies outside the gym or playing field as well as within.

If fans act in such a manner, they will be either asked to stop or leave, depending on the severity or repetition of the act. If asked to leave, they will be barred from attending athletic events until the school board can review the situation. At this point, the school board will either decide to let the fan return with the understanding that he/she will not repeat the offense or ban the fan from athletic events for the rest of the season.

CHILDREN IN GYM/PLAYING FIELD

Any child 8 years old or younger must be accompanied by an adult at all times. Children over 8 are to be seated and not running around while the game is in progress.

CONCERNS/COMPLAINTS

When a complaint is lodged relative to any phase of the athletic program, a conference between the complainant and the coach will be the first step in resolving the issue. If the complainant deems that meeting/response unsatisfactory, he or she shall submit their concerns in writing to the athletic director. The athletic director will confer with the involved coaches and administrator before meeting with the complainant. If the complainant feels dissatisfied with that response, they may request a meeting with the principal, if necessary. If the complainant is still not satisfied he or she shall be advised by the Administrator that the next appeal can be made in writing to the NRCS Board. After receipt of the written complaint the NRCS Board can determine whether an audience is necessary or further investigation into the matter is warranted before adjudicating a final decision. The aforementioned complaint process is the appropriate progression for resolving general athletic matters. Nothing prohibits any individual from reporting allegations of misconduct directly to the principal or police.

Utilize the Matthew 18 Principle

QUITTING A TEAM

Sometimes circumstances arise which may require an athlete to quit a team; however, these are rare. If an athlete contemplates quitting a team during a season, the coach should counsel the athlete not to do so because of possible consequences. The coach should counsel, encourage, and pray with/for the athlete as the decision is being made. Quitting should not become common in the NRCS program. Prior to the next season in which the athlete desires to participate, a conference will be held between the athlete, coach(es), and athletic director. This meeting will be used to determine the athlete understands of the obligation in being a team member and sincerity to fulfill this obligation.

Should athletes quit a team, they and their parents must sign the proper forms and return their uniforms and any school equipment within 10 days.

Attendance & Absence

As a result of the nature of team involvement, team competition, and the object of character development, there will be certain stipulations that will be true of the NRCS athletic program.

Practices: Attendance is required at regularly scheduled practices.

Games: Attendance at all scheduled games is required.

On a game day, students must be in attendance and arrive at school no later than 11:30a.m. in order to be eligible for that day’s competition. A commitment to academics is crucial to the success of an athlete.

Absences: Any unexcused absence from a practice or game is viewed as an irresponsible action toward the team and school and will affect the athlete’s game eligibility.

Excused absence includes:

- a. Absence that was previously communicated to and approved by the coach.
- b. Absence due to sickness (note from parent/guardian is necessary).
- c. Absence due to family emergency (note from parent/guardian is necessary).
- d. “Work” is not recognized as an excused absence. For the athlete, scheduled sports activities take precedence over employment. **A coach may exercise some level of flexibility in this area considering the circumstances that may dictate this situation. Flexibility but fair to the entire team.

PENALTY – UNEXCUSED ABSENCES FROM PRACTICE

First Offense	The athlete will be given extra endurance work by the coach.
Second Offense	The athlete will be suspended from one game; athletic director will be notified.
Third Offense	The athlete will be suspended from two games, and the AD will be notified.
Fourth Offense	The athlete will be suspended for the rest of the season, and the AD and administrator will be notified.

PENALTY – UNEXCUSED ABSENCES FROM GAMES

First Offense	Athlete will be suspended from next game; AD will be notified.
Second Offense	Athlete will be suspended from two games. AD and administrator will be notified.
Third Offense	Athlete will be suspended from the team. AD and administrator will be notified.

INJURY/ILLNESS

If an athlete should not be able to participate in a sport due to an injury or illness which requires an examination by a physician, then an "Injury/Illness Evaluation Report to the Coach" form must be filled out by the physician. Before the athlete may return to playing again, a "Return to Athletic Participation" form must be filled out by the physician.

TARDINESS

Athletes should be present, dressed, and ready to start practice at the scheduled starting time. They should be present at games 30 to 40 minutes before the scheduled starting time. After games, athletes should be picked up within 20 minutes of the game's end and 10 minutes after practice ends.

If athletes are late, they must give the coach a verbal excuse. If the coach is not satisfied with this excuse, he/she may require a written excuse from the athlete's parents. If a parent knows prior to practice that an athlete will be late, the coach must be notified. Prior notification does not guarantee that the tardiness will be excused.

If the coach decides that the tardiness is inexcusable, he/she will give the athlete a warning and notify the parent for the first offense. For additional offenses, the coach will notify the parent and may make the athlete do extra conditioning drills or reduce their playing time in games.

If tardiness continues, the coach will notify the athletic director, and together they will decide what action to take next, with approval of the administrator. This may include suspension.

GAME CANCELLATIONS

If school is cancelled because of weather, any practices will be cancelled. If, however, a game is scheduled and in the opinion of the AD and the administrator, the weather has improved enough by a game time so that travel is no longer a hazard, the game may be played provided the opposing school is in agreement.

TRANSPORTATION

NRCS does not currently provide transportation for athletic events.

Parents/guardians are responsible to see that their children get to and from athletic events.

Parents/guardians are encouraged to use carpooling whenever possible. If there is a transportation problem, the parent/guardian should talk with a coach, who will attempt to arrange transportation.

Parents/guardians must sign a Transportation Release Form.

Students are not allowed to drive private vehicles transporting other students without written parental permission for that event and cleared by the athletic director.

Players may not leave away games with other student(s) or student drivers.

In no case should any vehicle be loaded beyond capacity.

Each driver is to ensure that all passengers are seat-belted and their conduct appropriate to the safety of the students during the trip.

Any student behavioral problems should be reported immediately to the coach and/or athletic director.

Drivers should not exceed the posted speed limit.

UNIFORMS AND EQUIPMENT

All athletes will be responsible for the cleaning and care of their uniforms and any other equipment entrusted to their use.

Athletes will wear their uniforms or use school athletic equipment only during practices, games, team, pictures, or special events authorized by the coach.

Uniforms must be returned in a labeled bag at the end of the season. They should be laundered and in the same condition as they were issued, assuming normal wear and tear.

Athletes will be charged for replacement of any damaged and/or lost uniforms or parts of uniforms if damage is other than ordinary wear and tear.

When warm-ups are worn, they are not to drag the ground as this frays hemlines.

We would like to make our uniforms last for many years.

On days of home games, players are to arrive at the gym in either their complete uniform or their game day attire.

Students may change back into their school clothes or wear warm-ups after the game.

Please follow washing instructions on the tags for uniforms and warm-ups.

Please avoid drying any part of uniforms in dryers.

Parents/guardians and athletes must sign a form agreeing to be responsible for the uniforms and equipment.

Uniform replacement will be rotated each year – as finances allow and among the sports' teams.

**Exception shall be monetary donation(s) directed toward a specific purpose or specific sport and or team. The intended benefactor(s) of the donor shall be honored.

SPORTS BANQUET

A sports banquet will be held at the end of each season to honor the participating athletes. The Athletic Director will decide whether the banquet is to be potluck, catered, a dessert banquet, etc.

Parents and athletes should RSVP in a timely manner so that the Athletic Director has an estimate of the number attending. All athletes are expected to attend.

Middle school/Elementary coaches should organize, with the help of parents, an informal “end of season” gathering for athletes and families. At this time, a certificate of participation for all middle school/Elementary players will be given out.

Presentations

Each coach should limit their presentations to a total of fifteen-twenty minutes. Each coach should speak about his/her team and individual accomplishments. After each of the coaches’ presentations, the captain or other team members will have an opportunity to thank their coach and give out “team gifts” to coaches.

Coaches are limited to 5-6 awards per sport.

Coaches are encouraged to have an informal “get together” with their team prior to the banquet to give out gag gifts, etc.

Varsity Letter Qualifications

Athletes will receive an athletic letter at the completion of his/her first varsity year in a particular sport. A pin will be given for every year after that. Students not lettering will receive a Certificate of Participation.

The coach has the prerogative to issue or withhold a letter for extenuating circumstances such as early season injuries, team or league violations, etc. In all cases, students must complete the season as a member of the team in order to letter. In cases of special circumstances, each situation will be reviewed by the Athletic Director.

- Criteria for Lettering for each sport:
- Students must have completed the entire season.
- Student must attend practices and games unless excused by the coach.
- Student must have participated in 50% of the games.
- All equipment must have been turned in.

Exception: A senior in good team standing who has not received a letter in that sport may be granted a letter.

Positions Descriptions:

ATHLETIC DIRECTOR:

- General Description:
 - The Athletic Director is appointed by the school administrator and school board and works directly under the supervision of that office.
 - The Athletic Director works with staff members and volunteers, as approved by the administrator, in developing and maintaining the athletic program.
 - Coaches are responsible to the Athletic Director in all matters relating to instruction and other coaching responsibilities.
- Responsibilities:
 - Recommend for selection and supervision of all coaches.
 - Requisition and allocation of equipment and supplies within the scope of the budget.
 - Plan and schedule all games and related activities.
 - Manage athletic facilities.
 - Secure all necessary facilities.
 - Act as the official school representative to the member league(s).
 - Establish and supervise the athletic awards system to participants.

- Comply with all member league(s) regulations.
- Prepare and submit an annual budget.
- Maintain inventories of supplies and equipment.
- Maintain statistics and records of accomplishments of teams and individuals.
- Encourage spiritual growth of coaches and student-athletes.
- Oversee academic policies for student-athletes.
- Report results and accomplishments of the teams to the media.
- Maintain an effective rapport with local sportswriters and news media.
- Attend all meetings involving the school in athletics or appoint a representative.
- Arrange for adequate professional staff coverage at all home games, contests, and meetings.
- Secure officials for all home athletic contests.
- Report to appropriate building administrator any unsafe conditions existing within areas used during athletic activities.
- Schedule practice areas for athletic activities.
- Stimulate interest of students, staff, and community in the athletic program.
- Implement procedures for hosting visiting teams.
- Arrange for all athletic transportation.
- Supervise or oversee all intramural programs.

COACHES:

- General Description:
 - Coaches are appointed by the school administrator, school board, and the Athletic Director, and shall be responsible to the Athletic Director who shall, with the school Administrator decide on continuance or removal of that coach.
 - Coaches shall be contracted annually.
 - Coaches should consider the sport as an integral part of the overall ministry of North Rome Christian School and should employ sound educational principles, ensuring all athletes feel a worthwhile part of the overall program.
 - Coaches should employ sound Biblical principles to train their players to be Godly men and women as they compete.
- Responsibilities:
 - Determine personnel of the team.
 - Submit to the Athletic Director a team roster for eligibility certification at least one week prior to the first contest.
 - Have control of the team in all matters pertaining to coaching and athletic discipline (Any supplementary procedures must be approved by the Athletic Director).
 - Attend all appropriate meetings.
 - Be responsible for the distribution and collection of school athletic equipment, including uniforms before, during, and after the season.
 - Be responsible for all team equipment used during practices and contests.
 - Be responsible for team members at all contests, whether at home or on the road.
 - Provide the Athletic Director all requested information for official use.
 - Give personal support to the entire athletic program.
 - Be responsible for the selection of team captain(s).
 - Organize and conduct practice sessions for the sport.
 - Appoint and train any managers for the sport.
 - Fill out injury report forms and see that all injuries are cared for.
 - Instill Spiritual leadership in the team with weekly bible studies, team devotions, prayer, and counsel.
 - Set an example by dressing properly for coaching at practices and contests.
 - Be on time for practices and contests and, if delayed, notify the Athletic Director as soon as possible.
 - Be responsible for appropriate statistics being taken and that any reports are submitted in a timely manner.
 - Be required to enforce the rules stated in the manual and the North Rome Christian School Student Handbook.
 - Be responsible to report varsity results to local news and media in a timely manner.
 - The Athletic Director and coaches share responsibility for preparation and clean up of the facility for each contest, specifics should be worked out for each sport.

- At the end of the season return coaching equipment, keys, and scorebooks to the Athletic Director.

Student Managers/Statisticians/Bookkeepers/Videographers:

- General Description:
 - All student support staff will be responsible to the coach of the sport.
 - All student support staff will be considered a part of the team and held to the same standards and guidelines.
- Responsibilities:
 - Attend practices and contests when necessary.
 - Care for the equipment.
 - Get equipment ready for all contests.
 - Keep score and/or statistics as needed during contests.
 - Assist in the clean up after contests.
 - Complete statistical reports and submit them as needed.
 - Other duties as assigned.

Appendix A

H511.336 (Rev 5/02)

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF HEALTH

**PRIVATE PHYSICIAN'S REPORT OF
PHYSICAL EXAMINATION OF A PUPIL OF SCHOOL AGE**

DATE _____ 20_____

NAME OF SCHOOL _____ GRADE _____ HOMEROOM _____

NAME OF CHILD			DATE OF BIRTH	SEX
_____	_____	_____		<input type="checkbox"/> M <input type="checkbox"/> F
Last	First	Middle		

ADDRESS

No. and Street City or Post Office Borough or Township County State Zip Code

**MEDICAL HISTORY
IMMUNIZATIONS AND TESTS**

VACCINE	Enter Month, Day, and Year each immunization was given			BOOSTERS & DATES	
	DOSES				
Diphtheria and Tetanus (Circle): DTaP, DTP, DT, TD	1 / /	2 / /	3 / /	4 / /	5 / /
Polio (Circle): OPV, IPV	1 / /	2 / /	3 / /	4 / /	5 / /
Measles, Mumps, Rubella	1 / /	2 / /			
Hepatitis B	1 / /	2 / /		3 / /	
HIB	1 / /	2 / /		3 / /	
Varicella	1 / /	2 / /			Varicella Disease or Lab Evidence Date: _____
Other: _____					

- MEDICAL EXEMPTION** The physical condition of the above named child is such that immunization would endanger life or health
- RELIGIOUS EXEMPTION** (Includes a strong moral or ethical conviction similar to a religious belief and requires a written statement from the parent/guardian)

If Applicable:

Tuberculin Tests Date Applied	Arm	Device	Antigen	Manufacturer	Signature
Date Read	Results (mm)		Signature		

Follow-Up of significant tuberculin tests:
Parent/Guardian notified of significant findings on _____

Result of Diagnostic Studies: _____
Preventive Anti-Tuberculosis – Chemotherapy ordered. No Yes Date _____

Significant Medical Conditions (√)
If Yes, Explain

	Yes	No	
Allergies	<input type="checkbox"/>	<input type="checkbox"/>	_____
Asthma.....	<input type="checkbox"/>	<input type="checkbox"/>	_____
Cardiac	<input type="checkbox"/>	<input type="checkbox"/>	_____
Chemical Dependency	<input type="checkbox"/>	<input type="checkbox"/>	_____
Drugs	<input type="checkbox"/>	<input type="checkbox"/>	_____
Alcohol	<input type="checkbox"/>	<input type="checkbox"/>	_____
Diabetes Mellitus	<input type="checkbox"/>	<input type="checkbox"/>	_____
Gastrointestinal Disorder	<input type="checkbox"/>	<input type="checkbox"/>	_____
Hearing Disorder.....	<input type="checkbox"/>	<input type="checkbox"/>	_____
Hypertension.....	<input type="checkbox"/>	<input type="checkbox"/>	_____
Neuromuscular Disorder.....	<input type="checkbox"/>	<input type="checkbox"/>	_____
Orthopedic Condition	<input type="checkbox"/>	<input type="checkbox"/>	_____
Respiratory Illness	<input type="checkbox"/>	<input type="checkbox"/>	_____
Seizure Disorder	<input type="checkbox"/>	<input type="checkbox"/>	_____
Skin Disorder	<input type="checkbox"/>	<input type="checkbox"/>	_____
Vision Disorder	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other (Specify).....	<input type="checkbox"/>	<input type="checkbox"/>	_____

Are there any special medical problems or chronic diseases which require restriction of activity, medication or which might affect his/her education? If so, specify _____

Report of Physical Examination (√)

	Normal	Abnormal	Not Examined	Comments
▪ Height (inches)				
▪ Weight (pounds) BMI				
▪ Pulse ()				
▪ Blood Pressure				
▪ Hair/Scalp				
▪ Skin				
▪ Eyes/Vision				
▪ Ears/Hearing				
▪ Nose and Throat				
▪ Teeth and Gingiva				
▪ Lymph Glands				
▪ Heart – Murmur, etc				
▪ Lung – Adventitious Finding				
▪ Abdomen				
▪ Genitourinary				
▪ Neuromuscular System				
▪ Extremities				
▪ Spine (Presence of Scoliosis)				

Date of Examination

Signature of Examiner

PRINT Name of Examiner

Address

Telephone Number

RECEIPT OF ATHLETIC HANDBOOK

I have received a copy of the Athletic Handbook and have either read it or have had it read to me carefully. I understand that this Handbook has been prepared for the information and guidance of families and their children desiring to participate in the sport's program at North Rome Christian School. It is intended to cover the procedures, rules, and policies most often applied to the sport's program. Some of the information will change from time to time since North Rome Christian School's policies are under constant review and are revised when appropriate. I understand that I will be notified in writing of such changes.

		/ /
<i>Father's Signature</i>		<i>Date</i>

		/ /
<i>Father's Name (Printed)</i>		<i>Date</i>

		/ /
<i>Mother's Signature</i>		<i>Date</i>

		/ /
<i>Father's Name (Printed)</i>		<i>Date</i>

		/ /
<i>High School Student's Signature</i>		<i>Date</i>

		/ /
<i>High School Student's Name (Printed)</i>		<i>Date</i>