

Mount Dora Christian Academy

Student Athletic Handbook 2017-2018

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NATURE AND STRUCTURE OF MDCA ATHLETICS

PHILOSOPHY

The Mount Dora Christian Academy is founded upon the principles of faith in God and youth. It is our philosophy that the needs of the individual student may best be served by an institution that is administered and staffed by Christians. MDCA provides an environment of academic and athletic excellence focusing on spiritual health of society.

OBJECTIVES

- A. To develop the whole student-athlete: spiritually, mentally, emotionally, physical-ly, and socially through athletics.**
- B. To implant in each student-athlete faith in God and the conviction that the Bible is God's revelation to mankind.**
- C. To encourage spiritual development of student-athletes through their participation in team oriented spiritual growth opportunities.**
- D. To assist the student-athlete in self-discovery and the development of self-esteem through athletics.**
- E. To formulate and provide opportunity for student-athletes to develop individual skills.**
- F. To develop good health and physical strength through organized conditioning programs.**
- G. To foster respect and an understanding for the necessity of authority.**
- H. To encourage an acceptance of responsibility and leadership, a concern for the welfare of others, a regard for the rights and opinions of others.**
- I. To provide a safe environment that fosters quality learning.**
- J. To assist in the development of the student-athlete academically by supporting the classroom teacher and student-athlete for academic success.**

PERSONNEL-GENERAL REQUIREMENTS FOR EMPLOYMENT

All staff members are expected to fully support the Christian Home and Bible School in a positive way on and away from the campus scene. This support is to be in word and action.

An individual who serves as a head coach and/or assistant coach at a member school in any sport that is recognized or sanctioned by the Association shall be either:

(A) A full-time or part-time employee of the district school board for a member public school, the governing body for a member nonpublic school, or the cooperative board of directors for a member home school cooperative;

(B) Under contract with, but otherwise not employed by, the district school board for a member public school, the governing body for a member nonpublic school, or the cooperative board of directors for a member home school cooperative to serve as a coach at a member school; or directors for the member home school cooperative to serve as a coach at a member school; or

(C) A volunteer who is approved to serve as a coach by the district school board for a member public school, the governing body for a member nonpublic school, or the cooperative board of directors for a member home school cooperative; provided the individual signs and files with the principal of the member school an agreement to abide by the bylaws, regulations, policies and procedures of the Association.

Coaches are to conduct themselves at all times in a manner consistent with Biblical characteristics of Christian Leadership. MDCA coaches are responsible to be knowledgeable of FHSAA and MDCA policies and adhere to those policies at all times. Head Coaches, paid assistant coaches and volunteer assistant coaches come under the direct supervision of the Athletic Director. A failure to adhere to the FHSAA and MDCA policies and procedures can result in termination of the coaches' contract.

ABRIDGED JOB DESCRIPTIONS

A. Athletic Director

The Athletic Director will be responsible for supervising, mentoring, and overseeing all coaches and athletic programs. He will be responsible for the athletic budget, be the school's representative to the FHSAA, work closely with Bulldogs Unlimited and oversee all fundraising activities for athletics, insure that all coaches and their programs are conducted with Christian integrity, develop a vision for future plans in his department, maintain healthy communication lines with parents, coaches and the school, secure officials when needed and attend and oversee all sports banquets.

B. Assistant Athletic Director

The assistant Athletic Director is to assist the Athletic Director in the day –to-day operations of the athletic department. He is expected to take a leading role within the Bulldogs Unlimited, oversee all concessions and gate keepers, assist with game day set-up and supervision, attend all sport team parent meetings and other duties assigned by the Athletic Director.

C. Athletic Administrative Assistant

The Athletic Secretary reports directly to the Athletic Director. Primary responsibility is in obtaining from coaches' eligibility paper work, filing eligibility paper work, filing eligibility paperwork with FHSAA, serves as the liaison between FHSAA technology department and the Athletic Director and other duties assigned by the Athletic Director.

D. Head Coaches

The Head Coach is responsible for every aspect of that particular program. They are to supervise all assistant coaches, both, paid and volunteer. They are responsible for submitting all athletic paper work in a timely fashion to the Athletic Director. They are required to attend the FHSAA rules clinic for their sport. They are to monitor the academic progress of their athletes. The Head Coach is responsible for all equipment, budget, and securing facilities after use. The Head Coach is expected to attend all Bulldogs Unlimited meetings, support and participate in Bulldogs Unlimited projects, and develop a parent support group. Head Coaches are expected to develop and maintain good working relationships with local media groups, including reporting scores and results of athletic contest. Head Coaches are to facilitate college opportunities for our athletes when possible. The Head Coach is expected to have a parent meeting in order to de-fine team rules and foster good parent relationships. Each Head Coach is responsible for the planning and implementing of their portion of the awards banquet in collaboration with the other coaches of that season and the Athletic Director. Coaches are expected to uphold and maintain the values and principles that CH&BS is founded upon as stated in the employee handbook.

E. Assistant Coaches (paid and volunteer)

Assistant Coaches are to assist the Head Coach in every aspect of that particular sport. They are to assume the duties assigned by the Head Coach and agreed upon by the Athletic Director. They are to fully uphold the mission of MDCA at all times. Paid Assistant Coaches are expected to attend all Bulldogs Unlimited meetings.

FLORIDA HIGH SCHOOL ATHLETIC ASSOCIATION (FHSAA)

Mount Dora Christian Academy is a member school of FHSAA. Therefore all administrators, coaches, athletes, and parents are bound to follow its bylaws. A complete list of these bylaws can be obtained from the official web site www.fhsaa.org.

1.5 FUNDAMENTAL BELIEF (FHSAA Handbook)

Interscholastic athletic programs play a vital role in the education of students who participate in them. Through their participation in interscholastic athletics, students are provided character-building opportunities to demonstrate honesty, integrity, respect, caring, cooperation, trust-worthiness, leadership, tolerance and personal responsibility. These fundamental values enable participants to realize and fulfill their potential as students, as athletes, as individuals and as citizens.

9.10.1 Athletic Participation Defined. (FHSAA Handbook)

A student in athletic uniform during an athletic contest is defined as having participated. Any member school which allows a student to participate in interscholastic athletic competition (dress in any part of the full uniform worn for that contest with the exception of a cap) in violation of the regulations of this Association will be held guilty of using an ineligible student and subject to the penalties assessed.

RECRUITMENT OF ATHLETES (FHSAA Handbook)

6.3.1 General Principle. Recruitment or attempted recruitment of students for athletic purposes is an act of unsportsmanlike conduct and is expressly forbidden.

6.3.2 Definition of Recruiting. Recruiting is the use of undue influence or special inducement by anyone associated with the school in an attempt to encourage a prospective student to attend or remain at that school for the purpose of participating in interscholastic athletics.

6.3.2.1 “Undue Influence and Special Inducement” Defined. The Board of Directors shall establish and maintain a policy which defines undue influence and special inducement; lists examples of violations; establishes penalties; and regulates academic recruitment and financial aid programs. Refer to Policy on Athletic Recruiting for details.

6.3.3 Liability for Recruitment. A member school is responsible for any violation of this bylaw and/or the recruiting policies committed by any person associated with the school, including the principal, assistant principals, athletic director, coaches, teachers, any other staff members or employees, students, parents, or any organizations having connection to the school, such as booster clubs. The member school is also responsible for a violation committed by any third party under the direction of the school or anyone associated with it.

Policy 36 (FHSAA Handbook)

ATHLETIC RECRUITING

36.1 GENERAL PRINCIPLES

36.1.1 Athletic Recruiting Forbidden.

Athletic recruiting is a gross violation of the spirit and philosophy of educational athletics. Athletic recruiting is unethical and unsporting conduct, and is forbidden by FHSAA Bylaws (FHSAA Bylaw 6.3).

36.1.2 Scope of School's Responsibility. A School's responsibility for the conduct of its interscholastic athletic program includes responsibility for:

36.1.2.1 The acts of any employee or athletic department staff member;

36.1.2.2 The acts of an independent person, business or organization that is a representative of the school's athletic interest when a member of the school's administration or athletic department staff knows or should know that the person, business or organization is promoting the school's interscholastic athletic program; and

36.1.2.3 The acts of any other independent person, business or organization acting at the request, direction, or otherwise on behalf of any employee or representative of the school's athletic interests.

36.2 GENERAL DEFINITIONS (FHSAA Handbook)

36.2.1. Athletic Recruiting. "Athletic recruiting" is any effort by a school employee, athletic department staff member or representative of a school's athletic interest to pressure, urge or entice a student to attend that school for the purpose of participating in interscholastic athletics.

36.2.1.1 Representative of a School's Athletic Interests.

"Representative of a school's athletic interests" refers to any independent person, business or organization that participates in, assists with and/or promotes that school's interscholastic athletic program. This includes:

(A) A student-athlete or other student participant in the athletic program, such as a team manager, student trainer, etc., at that school;

(B) The parents, guardians or other family members of a student-athlete or other student participant in the athletic program at that school;

(C) Relatives of a coach or other member of the athletic department staff at that school;

(D) A volunteer worker in that school or that school's athletic program;

(E) An athletic booster organization of that school;

(F) A member of an athletic booster organization of that school;

(G) A person, business or organization that makes financial or in-kind contributions to the athletic department or to an athletic booster organization of that school;

(H) Any other person, business or organization that is otherwise involved in promoting the school's interscholastic athletic program.

36.2.2 Improper Contact.

“Improper contact” is contact, either directly or indirectly, whether in person or through written or electronic communication, by a school employee, athletic department staff member or representative of the school’s athletic interests with a student who does not attend that school or any member of the student’s family, in an effort to pressure, urge or entice the student to attend that school for the purpose of participating in inter scholastic athletics.

Any student or parent that contacts a coach off campus regarding enrollment at CH&BS must be referred to the Director of Admissions.

30.1 Sportsmanship and Ethics

Student-athletes, coaches, administrators, spectators and all other persons connected directly or indirectly with a member school, as well as contest officials, shall adhere to the principles of good sportsmanship and the ethics of competition before, during and after all contests in which they participate and/or attend.

TRAVEL

All travel requests must go through the proper procedures (through the Athletic Director and then to the Transportation Supervisor). Busses must be returned clean and ready for the next event. Keys must be returned to the school office upon arrival to campus after use. All coaches are encouraged to secure a CDL license. Approval for travel to camps and related events are to be approved by the Athletic Director. If the student travels to the contest on school provided transportation and wishes to leave the playing facility with their respective parent, a wavier form must be completed prior to the event.

TRAVEL DRESS AND CONDUCT

Our student athletes are to dress consistently with the MDCA dress code as stated in the Student Handbook. Any student or coach that is representing MDCA is held to the conduct guidelines that are outlined in the student and employee handbook. Each coach should create and submit their athlete code of conduct rules to the Athletic Director before the start of their respective season.

PRACTICE AND GAME UNIFORM DRESS CODE

All athletic game uniforms must comply with FHSAA standards. Game and practice uniforms are to consist of the following:

- A. Shorts must be an appropriate length and not form fitting.
- B. Compression shorts may be worn under a pair of shorts that comply with the guide line stated.
- C. Shirts must be in compliance with MDCA dress code as it relates to modesty.
 - 1. Male athletes are to have a shirt on at all times when out of the locker room.
 - 2. Female athletes must have a shirt covering sports bras.

Our athletic teams are extensions of our classrooms and should reflect the principles that MDCA are founded upon.

COMMUNICATION

Communication is one of the foundations for success in any organization. Coaches, the Athletic Director, and the administration are to stay in constant communication with each other. We must remember that though we are many members, we make up one body. We must respect lines of communication to maintain the integrity of our organization, and must not skip or jump those lines or allow others to do so.

FUNDRAISING

All fundraising project requests must be presented in writing to the Athletic Director for approval. There are to be no fundraising projects or solicitation for funds from the community without written request and approval from the Athletic Director.

HIRING PROCEDURES FOR COACHES

Head coaches that are interested in securing paid or volunteer assistant coaches must submit the candidates name with a description of duties that the candidate would perform to the Athletic Director for consideration. The Head Coach is not to enter in to discussions with the candidate until the approval process has been completed by the Athletic Director. The number of paid and volunteer coaches that a particular sport uses will be determined by the Athletic Director pending approval of the Headmaster and President of the school. All coaches, head, paid assistants and volunteers are held accountable to the standards prescribed in the coaches' contract. The final approval for all working agreements with coach's rests with school President.

SHARING OF ATHLETES

In a school our size, we must "share" athletes. All coaches are to encourage and support the other athletic teams and encourage players to play other sports. When sport seasons overlap, pressure must not be placed on athletes to drop a sport, to quit early, or to start another sport before one is complete.

ATHLETIC FACILITY USE POLICIES

The athletic facilities at MDCA are primarily for our athletic teams and to meet the needs of our physical education department. We take great pride in the care and maintenance of all our facilities and understand that the quality of our facilities serves as a tremendous advertisement to the community of our general commitment to excellence.

Our relationship with the community in which we serve is extremely valuable. We will always be sensitive to our community needs while considering the students that we serve first.

These policies have been created to preserve the right of usage.

All athletic facilities are to be scheduled with the Athletic Director. Coaches may be a point of contact with an organization but they are to refer them to the Athletic Director.

Priority of use:

- 1. MDCA Athletic teams**
- 2. MDCA Camps, clinics and leagues**
- 3. Outside organizations**

MDCA camps and leagues are to be supervised by the head coach of that particular sport or as appointed by the athletic director.

Outside organizations need to provide the following:

- 1. Proof of insurance.**
- 2. Sign a liability release.**
- 3. Provide adequate supervision.**
- 4. If a set-up and breakdown is needed there will be an additional charge.**
- 5. MDCA reserves the right to all concessions.**
- 6. If an outside organization is organized by one of our coaches, the rental fee would apply and that coach would be responsible for any supervision that would be needed.**

STUDENT-ATHLETE BEHAVIORAL POLICY AND PROCEDURE IN SEASON

Suspension: Prohibited from participating in the next contest.

STUDENT-ATHLETE ATTENDANCE POLICY

Student must be in school by 12:00pm to participate. The Athletic Director must approve any exception to this rule.

Student-athlete must be present in first period class the day after a contest. If they are not present they will be required to sit out next practice or game whichever event comes first.

Coach Nichols