

Parent and Student  
Athletic Handbook



## Athletic Programs

National Heritage Academies believes that a dynamic program of student activities is vital to the educational development of the student while recognizing that athletic programs are secondary to academic programs. The goal of these programs is to realize the value of participation without over-emphasizing the importance of winning. The purpose is to develop and improve character traits among the program's participants. Our programs should expand the experiences available to middle school students while promoting the following ideals:

- Participation in athletic programs is a privilege, not a right.
- Provide students with several options to participate in athletic programs.
- To support and practice the NHA moral virtues.
- To improve fundamental skills and gain a knowledge and appreciation for the game.
- To develop good sportsmanship.

## Athletic Calendar

A typical athletic calendar for NHA is:

### **Fall**

- Girls Volleyball\*\*
- Girls Basketball
- Boys Soccer

### **Winter**

- Girls Volleyball
- Girls Basketball\*\*
- Boys Basketball
- Cheerleading

### **Spring**

- Cross Country (coed)
- Girls Soccer

\*\*East Michigan schools only. In 2007 the MHSAA reorganized the sports seasons and moved Girls Volleyball from the Winter to the Fall and also moved Girls Basketball from the Fall to the Winter. After much research and discussion the East side schools chose to follow this plan and the West side schools decided not to follow this plan. This is due to local Middle Schools not making the change. The MHSAA has no control over Middle School sports and thus the West Michigan schools will continue to follow the local Middle Schools.

## Student Eligibility

Students participating on sports teams should meet the following eligibility requirements. Each requirement applies to each subject area and will be assessed on a weekly basis. The assessments will start one week before the season and continue every week throughout the season. Failure to meet the requirements will result in the student being ineligible to participate in games. If at the next assessment the student fulfills all the requirements, his/her eligibility will be reinstated.

### **Academic Eligibility**

At the beginning of each week, teachers will make a decision about athletic eligibility. The decision will be communicated to the Athletic Director and also to the athlete about why he/she is ineligible for the week. Teachers will make their decisions based on the following criteria:

- The student's grades should not be below a **2.0 score** (after an adequate amount of assessments have been placed in gradebook so that a accurate grade trend has been established.)
- The student is expected to turn in all homework. **4 or more** missing assignments will result in the student being ineligible.
- Any student who is participating in educational services in the resource room (special education) will have their academic performance and the resulting eligibility examined on a case-by-case basis. This assessment should be done with the resource room professional, the athletic director, and the homeroom teacher.

### **Attendance Eligibility**

- The student should be in attendance at school to be eligible to play on that day. During the season, any student charged with an unexcused absence will be ineligible for the next game.

### **Conduct Eligibility**

- Students should maintain an attitude that reflects our Moral Focus Code of Conduct. In case of misbehavior, steps to be taken are as follows:
  - The teacher will address the behavior.
  - The teacher will contact the parent(s) and explain that the student will be placed on blue or red if the behavior does not improve.
  - If the behavior does not improve, the athletic director will be notified by the dean and the student will be placed on warning that their athletic participation may be affected.
  - The athletic director will notify the coach, the athlete, and parent(s).
  - A second warning means missing one week of competition.
  - A third warning is dismissal from the team.
- Coaches have the prerogative to remove students from competition for unsportsmanlike conduct and/or unexcused absences from games/practice.
- If a student is ineligible, he/she may not dress for the game. The student is required to practice and attend the game as a spectator.
- Students will not be eligible when on suspension.
- The student should not have any violations of the school's Student Code Of Conduct as determined by an administrator.

## **No Cut Policy**

The general philosophy for NHA athletics is to encourage all interested students to participate. Thus, we encourage a no-cut policy.

Obviously, time, space, facilities, equipment, personal preference, and other factors will place limitations on the most effective squad size for any particular sport. However, when developing policy in this regard, please strive to maximize the opportunities for students without diluting the quality of the programs.

## **Cutting Responsibilities**

Choosing the members of the athletic squads is the sole responsibility of the coaches of those squads. Lower level coaches shall take into consideration the policies established by the head coach in that particular program when selecting final team rosters.

Prior to try-outs, the coach shall provide the following information to all candidates for the team:

- Extent of try-out period
- Criteria to be used to select the team
- Number to be selected
- Practice commitment if they make the team
- Game commitments

## **Cutting Procedure**

When a squad cut becomes a necessity, the process will include three important elements. Each candidate will:

- Have competed in a minimum of a one-week practice session;
- Have performed in at least one intra-squad scrimmage;
- Be personally informed of the cut by the coach and the reason for the action.

Cut lists are not to be posted. The coach will talk one-on-one with each student that tried out. Coaches will discuss alternative possibilities for participation in the sport, or other areas in the activities program.

## **Disciplinary Action**

Any student whose conduct is determined to be a discredit to him/herself, the team or the school during their middle school career shall be subject to disciplinary action as determined by the coach, athletic director, and/or principal. Being a participant in NHA's athletic program is a privilege and not a right. Any participant who does not treat it as such will lose his/her privilege to engage in it.

All members of athletic teams are bound by the following training rules (as they apply to substance use or possession) at all times throughout the entire current school year plus any school sponsored event.

### **Suspension**

Temporary suspension of participants may be made by the coach of the sport and the athletic director and/or principal. Suspension from a team results in nonparticipation in play/practice during the entire period of the suspension.

Athletic training rules forbid the use, possession or distribution of tobacco (in any form), alcohol, drugs, narcotics, or any controlled substance or any item represented to be a controlled substance by any athlete who represents this NHA academy.

- The first offense will result in a suspension for the remainder of the current athletic season.
- Second offense will result in a suspension from all athletics for twelve months.

### **Removal from Participation**

A student athlete may be removed from his/her team for the following reasons:

- Violations of the school's Student Code of Conduct
- Violations of school, athletic, or team policies
- Personal misconduct that involves police or court action during the sport season either before, during, or after hours
- Verbal or physical attack upon any individual
- Acts of poor sportsmanship
- Continuous weekly academic ineligibility as determined by the Athletic Eligibility Form
- Refusing to participate in athletic practices or contests

Student athletes will be given the opportunity for a hearing with the appropriate school administrator if the student or his/her parent/guardian indicates the desire for one. A hearing shall be held to allow the student and his/her parent/guardian to contest the facts or to contest the appropriateness of the sanction imposed by a disciplinary authority. The suspension will be in effect until the appeal process has been resolved.

### **Steps for Review**

- The student athlete should have met with the coach involved to try to solve the problem.
- The student athlete may request a review by the athletic director who will arrange a meeting with the coach, the student athlete, and the parents. This meeting shall take place within five school days of the request for the review.
- If the decision resulting from the meeting with the coach, parents, and athletic director is unsatisfactory to the parents, they may appeal to the principal.

# FORMS

These forms must be filled out correctly and returned to the Athletic Director prior to participation in any sport(s).

# Emergency Information Form



School Name \_\_\_\_\_

Student Athlete's Legal Name \_\_\_\_\_

Address \_\_\_\_\_

Birth Date \_\_\_\_\_ Age \_\_\_\_\_

Father's Name \_\_\_\_\_

Work Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Mother's Name \_\_\_\_\_

Work Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Legal Guardian (if other than above) \_\_\_\_\_

Work Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Family Physician \_\_\_\_\_

Physician Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Medical Problems or Allergies \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Insurance Carrier \_\_\_\_\_ Policy Number \_\_\_\_\_

In case of accident or illness, I request the coach to contact me. If unable to reach me, and the emergency is acute, I hereby authorize permission to seek emergency medical care, including transportation to an emergency room. I hereby authorize the physician in charge to administer whatever emergency treatment is necessary at my expense.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

## Dangerous Sport Form



School Name \_\_\_\_\_

\_\_\_\_\_ is a potentially dangerous sport. There is a possibility of physical contact, and there is a chance of injury. Even though this chance exists, I give my child permission to participate in the above sport/ season.

\_\_\_\_\_  
Parent/Legal Guardian (print name)

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Athlete (print name)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

## Sports Waiver Form



Dear Parent/Guardian:

During the school year, your daughter or son may become involved in athletics at a National Heritage Academies (NHA) school. NHA will NOT be liable for any injury sustained by a student because of a medical condition (diagnosed or undiagnosed) which the student had prior to engaging in the sports activity. It is your responsibility to see that your daughter or son is physically able to participate in athletics. You must obtain a thorough physical from your family physician. Further, NHA will NOT be liable for any injury sustained by a student during the normal course of the sports activity.

Please sign this waiver to enable your daughter/son to be eligible for participation in athletics.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

# Student Transportation Permission Form



National Heritage Academies does not provide any form of transportation to and from sporting events.

The most ideal situation would be to have transportation provided by the student's parent or legal guardian.

If I am unable to provide transportation, I give my permission for my child to be transported to and from sporting events by someone other than myself.

In case of an accident, I will not hold the driver of the vehicle or anyone associated with National Heritage Academies liable.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Parent/Legal Guardian (print name)

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

# Student Athletic Contract



School Name \_\_\_\_\_

I have read this National Heritage Academies Parent and Student Athletic Handbook and am willing to abide by the conditions therein for the current school year. I realize that being a participant of the athletic program is a privilege and I will distance myself from any activities that would in any way bring discredit to the academy or myself.

\_\_\_\_\_  
Student Athlete Signature

\_\_\_\_\_  
Grade

\_\_\_\_\_  
School Year

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date