

TRINITY  
CHRISTIAN  
ACADEMY

ATHLETIC  
HANDBOOK

2015/2016

## Table of Contents

<b><u>Item</u></b>	<b><u>Page #</u></b>
Welcome	2
Coaching Staff	3
Sports Offered	4
TCA Athletic Mission/Philosophy	5
Nondiscriminatory Clause	6
Character Goals	7
Physicals	8
ImPACT Testing	8
Athletic Fees	8
Practices	8
Games	8
Game Schedules	9
Game/Practice Transportation	9
Student Pick Up	9
Playing Time	9
Non School Team Participation	10
Jobs	10
Quitting A Sport	10
Dress Code	11
Equipment/Uniforms	11
Locker/Changing Rooms	11
Weight Room	11
Eagle Speed & Strength Training	11
Athletic Injuries	12
Athletic Music	12
Discipline For Penalties	12
NCAA Clearinghouse	12
Coaches Policies	12
Homework & School Assignments	12
Athletic Eligibility Rules	12
High School Athletics Grades and Credits	13
Jr. High Athletic Grades	14
Grading System / Attendance	14
• Consequences of Absences	
• Excused Absences & Unexcused Absences	
Parent Volunteers	14
Booster Club	15
High School Athletic Banquet and End-of-Year Awards and Gifts	15
Athletic Lettering Policies	15
Conflict Resolution	16
• 24-Hour Rule and Matthew 18 Principle	
Tryout Policies	17
Student Athlete Code of Conduct	18
Parent/Guardian Athletic Code of Conduct	20
Ten Principles for Parenting an Athlete	23
Athletic Handbook Signature Page	24

Dear TCA Parents,

The purpose and mission of the athletic department at Trinity Christian Academy is to fulfill the mission of TCA through competition in interscholastic sports- implementing Biblical principles in our instruction and setting Godly examples. The goal of our athletic department is to do our best for the Lord (Col 3:23). It should be the desire of every coach at TCA to use interscholastic sports as a means of developing champions for Christ.

Athletics is a microcosm of life. The athletes are confronted with all types of life situations, which can be perfect learning situations for teaching biblical principles. It is the job of the coaches to model Christ-likeness and properly help direct the students in these situations so as to build the biblical character qualities.

Athletics is a means to an end, not an end in itself, in that athletics represents an aspect of the education program, not the main focus of the program. One of the main goals of the athletic program is that the student becomes a well-rounded individual, striving toward his/her God given potential. The athletic program shall provide well planned and well balanced interscholastic activities for as many participants as possible, consistent with available facilities, personnel and financial support. The athletic program shall be planned so as to present a minimal amount of interference with the academic program.

This handbook outline is designed to help make you aware of the policies and expectations of TCA Athletics. The contents of this handbook outline will be discussed with parents during our parent meetings and also communicated with our players frequently. We desire an open line of communication involving players, parents, and coaches. If you have any questions concerning any aspect of our athletic program, please do not hesitate to contact me.

Our coaches look forward to working with you, parents of our young men and women, to help build a very exciting, God-honoring program.

Joe Hamstra  
Athletic Director

### Athletic Department and Coaching Staff

The Athletic Director oversees the entire athletic program grades 3-12. The athletic director works with the principals to provide a quality program. Each assistant coach reports to the head coach of their respective sport, and all head coaches report directly to the athletic director.

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Patty Harris	Athletic Department Coordinator	817-441 <a href="mailto:Harris@tcaeagles.org">Harris@tcaeagles.org</a>
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Kyle Fields	Boys Basketball	817-441- <a href="mailto:fields@tcaeagles.org">fields@tcaeagles.org</a>
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Malinda Farley	Softball	<a href="mailto:Farley@tcaeagles.org">Farley@tcaeagles.org</a>
Lakrecia Johnston	Track	<a href="mailto:Johnston@tcaeagles.org">Johnston@tcaeagles.org</a>
	Golf (club status)	
Aaron Sims and Derrick Skogsberg	Clay Target Team	<a href="mailto:aaronsims@uwmail.com">aaronsims@uwmail.com</a>

# TRINITY CHRISTIAN ACADEMY

## Sports Offered 2015-2016

Season Grade Level	Elementary	Junior High (Grades 7-8)	High School (Grades 9-12)
<b>Fall (Aug-Oct)</b>	<b>Coed Soccer (Grades 4-6) Volleyball (Grades 5-6)</b>	<b>Cheerleading (G) Cross Country (G&amp;B) 6-Man Football (B) Volleyball (G)</b>	<b>Cheerleading (G) Cross Country (G&amp;B) 6-Man Football (B) Volleyball (G)</b>
<b>Winter (Oct-Feb)</b>	<b>Basketball (G&amp;B) (Grades 5-6)</b>	<b>Basketball (G&amp;B) Cheerleading (G)</b>	<b>Basketball (G&amp;B) Cheerleading (G)</b>
<b>Spring (Feb-May)</b>	<b>Track (G&amp;B) (Grades 4-6)</b>	<b>Baseball (B) Softball (G) Track (G&amp;B) Clay Target (G &amp; B)</b>	<b>Baseball (B) **Golf (G&amp;B) Softball (G) Tennis (G&amp;B) Track (G&amp;B) Clay Target (G &amp; B)</b>

(G) = Girls' Team    (B) = Boys' Team    (G&B) = Both Girls & Boys Teams Available    \*\* signifies club sport. TCA does not provide coaching for golf but will provide individuals the opportunity to participate in district and/or state competition through our governing body (T-CAF).

## TCA ATHLETIC MISSION/PHILOSOPHY

TCA Athletics are driven by the school's mission- "*... dedicated to developing excellence in education, character, and servant leadership through a Christ-centered, biblical perspective.*" This impacts our athletic programs in a number of different ways, including the way our coaches coach, the way our players compete and the way our fans interact during a game. The Trinity athletic department believes that Christian principles and values taught at home, in the classroom and through the church can also be put into practice through competition. Our athletic program is unique in that we recognize that athletic and spiritual developments are both important.

We believe....

... in student athletes who demonstrate respect for their opponents with the highest standards of Christian character and sportsmanship

... In the "student athlete concept" where excellence in the classroom takes precedent over athletic endeavors.

... Students become better athletes when they avoid the temptation of specialization and participate on multiple sport teams.

...in supporting the overall Christian mission of Trinity Christian Academy which includes discipling our players in a relationship with our Lord.

...that our program-specific mission is to encourage, model, and cultivate Godly character in our young men and women using athletics as our medium.

...in family—a selfless devotion to each other, our program, and the importance of overcoming adversity and meeting challenges together.

...in winning the right way, with honor, sportsmanship, and discipline.

...in something bigger than ourselves.

...that it is always best to hold each other accountable and that self-discipline is more valuable than any other type.

...that coaches, players, and parents should conduct themselves at all times with the grace, humility, and high character befitting a Christian school and a first-class program.

...in managing conflict constructively and in such a way that facilitates a positive outcome. This will include meetings between parents, players, and coaches involved in disputes.

...that participating on an athletic team is extremely demanding and it requires a substantial commitment throughout the calendar year in order to be successful. The team that works the hardest is more often than not the one that wins.

...that participation in athletics will prepare you to make a positive contribution to society in the years to come.

...that brotherhood, family, and honor are not antiquated concepts but rather precepts to be lived.

**NONDISCRIMINATORY CLAUSE**

Trinity Christian Academy admits students of any race, color, national and ethnic origin to all of the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship programs, athletic, and other school-administered programs.

### **Character Goals and Expectations**

The following are some of the qualities we are seeking to build in our student-athletes through athletics. Each is drawn for God's word. Our expectation is not that of achieving perfection, but of growing in conformity to Christ in a very visible and practical way.

- Respect for authority: Obey and cooperate with your coach; honor the officials. Recognize that they are placed in their positions of authority by God, and such are owed your respect.
- Humility: don't boast; don't act proud. Show forth the attitude that God is the one who is ultimately responsible for your ability or success.
- Endurance: persevere in the face of pressure, hard work and discouragement. Keep your eyes fixed on the higher goals. Don't quit.
- Intensity: play on the edge of your limits. Give everything you have got at all times. Focus your total attention on the job at hand. Don't be content with mediocrity; strive for excellence.
- Enthusiasm: carry out each task promptly and eagerly
- Respect for opposition; be courteous. They deserve your best effort, regardless of the score. Commend an opponent's excellence
- Responsibility: be where you need to be when you need to be there. Do what is expected of you even without direct supervision
- Teamwork: don't be selfish. Conform your personal goals to team goals. Spur each other on to excellence.
- Servanthood: look for ways to serve your teammates, your coach and your school.



▪ **PHYSICALS**

ALL Elementary, Junior High, & High School Athletes are required to have an updated physical exam on file with the TCA Athletic Department. Athletes may not compete in practices (including tryouts) or games without a physical on file completed by a physician within the last 12 months. Due to insurance compliance, a one-week grace period is given from when the athlete’s physical expires and when a new one is required to be turned into the athletic office. The exam should be completed on the TCA Physical Examination Forms that are available online on the Athletics page of the school website ([www.tcaeagles.org](http://www.tcaeagles.org)). Parents should make sure to complete page 2 of the physical form, which is the Medical History page.

**ImPACT TESTING**

TCA proudly utilizes an innovative program called ImPACT (Immediate Post Concussion Assessment and Cognitive Testing) in the secondary Athletic Program. All 7<sup>th</sup> thru 12<sup>th</sup> grade girls and boys participating in TCA athletics during the 2014–2015 school year are required to have ImPACT Testing done prior to participation in practices (including tryouts) or games. This program assists our team coaches & athletic director in evaluating and treating head injuries (e.g., concussion). ImPACT is a computerized exam utilized to successfully diagnose and manage concussions. If an athlete is believed to have suffered a head injury, ImPACT is used to help determine the severity of head injury **and** when the injury has fully healed. The initial baseline computerized exam is given to athletes before beginning sport practice or competition. Baseline Testing is required every two years as their young brain grows & matures. If a concussion is suspected, the athlete will be required to re-take the test 48 to 72 hours after the expected concussion. Both the preseason and post-injury test data is given to a local **certified** “ImPACT” doctor to help evaluate the injury. The student athlete will **not** return-to-play until the “ImPACT” doctor, Athletic Director, Team Coach, and parents all agree that it is appropriate and safe for the injured athlete.

**ATHLETIC FEES**

All student-athletes are required to pay athletic fees prior to participation in Trinity Christian Academy sports. Fees for sports requiring tryouts will not be required until the official team roster has been announced; at that point, fees are due before athletes may continue with practices. All fees are non-refundable unless a student has withdrawn from TCA or is physically unable to play. In some instances, athletes may be required to purchase some equipment and uniform items. Team managers are not required to pay an athletic fee.

<u>2014-15 Athletic Fees:</u>	JH and HS Cheerleading	\$500	
	JH and HS Football		\$300
	HS Golf	\$250	
	All Other JH & HS Sports		\$125
	Elementary Sports (4 <sup>th</sup> -6 <sup>th</sup> Grade)		\$100

**PRACTICES**

Practice sessions are specifically designed to sharpen skills. These skills cannot be applied to contest situations if attendance at practices is inconsistent. Coaches spend valuable time preparing for practices and attendance is absolutely necessary.

- Players and managers must attend all practices unless cleared by the coach.
- Coaches must be contacted if any athlete or manager must miss a practice due to illness or family emergency.
- Make up work may be assigned and decided upon by the individual coach.
- Any player or manager who misses more than two unapproved practices may be removed from the team.
- Missed practices may result in loss of playing time and will be reflected in the athletic grade.

**GAMES**

Being part of an athletic team is a commitment that affects many people (teammates, coaches, teachers, parents, etc.). This commitment cannot be entered into lightly and attendance is extremely important.

- Players and managers must attend all home and away games.
- Coaches must be contacted if any athlete or manager must miss a game due to illness or family emergency.
- Parents should not punish their child by not allowing them to participating in games or practices for TCA athletic teams to which they have committed. Doing so is a great disservice to their coach and teammates who depend upon their involvement. All players have a role to play and are needed at all practices and games.
- Any player or manager who misses a game, match, tournament, etc. (except for family emergencies or illnesses) may be removed from the team.
- Missed games may result in loss of playing time and will be reflected in the athletic grade.

### **GAME SCHEDULES**

Game schedules will be published prior to the start of every season. While changes will occur from time to time, the TCA athletic department will try to avoid changing games as much as possible and make every effort to inform parents and players of changes in a timely manner.

### **GAME/PRACTICE TRANSPORTATION**

TCA does not provide or arrange transportation to games or practices; this is the responsibility of athletes' parents. Coaches will discuss rides a day or two prior to each activity to be aware of any transportation problems before they arise.

When athletes and managers are dismissed during school hours:

- Coaches should know who is riding with whom.
- A student may be dismissed during school to drive to a game only with written parental permission submitted to the secondary office specifying the date, destination, and who is allowed to ride to the game with their child.
- Students may be dismissed from school to ride to a game with another student only if both students' parents have given written permission for this arrangement. All permission must be written, signed, and contain the travel date and the names of students involved in the arrangement.

### **OVERNIGHT TRAVEL EXPENSE FEE AND TRANSPORTATION**

Some league district and playoff games/competitions require extended travel and overnight stays. TCA does not provide or arrange transportation to these games or competitions; this is the responsibility of the athletes' parents. To offset hotel expenses incurred with this travel, athletes will be required to pay a minimum of \$25 per night, if staying with the team. TCA will cover the remaining hotel expenses and some meals. The athlete's family must pay for additional meals and miscellaneous expenses.

### **STUDENT PICK UP TIMES**

In order to ensure the safety of student athletes after games and practices, coaches remain at venues until all athletes have been picked up. Out of respect for our coaches, athletes must be picked up from practices and games as soon as these events conclude.

**Playing Time on Sub-Varsity Teams:** Playing time is a great motivation for students to continue participation. In order to participate, a student needs to be faithful in attendance, hardworking at practice, and attentive at all times. The player with ability should not be hindered from developing his/her skills, nor should the hardworking player with less ability be kept from contributing to the team's play. Athletes who meet the above criteria should be given playing time at the discretion of the head coach. It is recommended that for sub-varsity players (middle school and junior varsity) be given at least ½ quarter of playing time every other game. Varsity players should also be given playing time when the opportunity occurs during games. Playing time for a varsity player is not guaranteed and is the discretion of the coach. Coaches should always use good judgment and sportsmanship during a game to keep the score from getting out of hand. Substitutions, game tempo, and pace can all be used to help with a one sided score.

**Varsity Goals:** The purpose of varsity athletics is two-fold. First and foremost, we desire to teach life lessons that will transcend the athletic arena. These teaching opportunities, when coupled with a Christian worldview will impact our student-athletes in a way that will make a life-long impact forever. The second goal is for us to win championships.

1. Provide a positive and rewarding experience
2. Focus on Christ, first and foremost, in all we do
3. Instill the concept of team first
4. Develop leaders
5. Teach players responsibility, integrity, and principle of “reaping and sowing”
6. Teach advanced techniques and schemes
7. Strive for Championships

**Sub-Varsity Goals:** The sub-varsity goals will follow our varsity goals with a few exceptions.

- Participation and the development of varsity-level skills are more important than winning games
- Coaches are encouraged to provide “quality playing time” for each athlete but we do not specify a minimum or maximum amount of time each player will be allotted.
- Continue to develop fundamental skills and help athletes understanding of more complex schemes.

**Junior High Athletic Objectives and Policy:** JH athletics is the first opportunity to join one of JH’s 10 competitive sports teams. We believe that JH athletics should be challenging and fun for students and the foundation of our High School team when kept in the proper perspective. It is our goal that each program will develop a strong desire to continue in their development of the sport as well as develop in their skills to their maximum potential. Practices take place as a part of Physical Education, which typically run from 2:45-4:00 every day after school.

#### **PARTICIPATION ON NON-SCHOOL TEAMS**

At the coach’s discretion, student athletes are permitted to participate in non-TCA sports and athletic activities while participating on a TCA team, but participation must meet the following criteria:

- Outside participation may not conflict with TCA team schedules, including tryouts, practices, and games.
- Missing practices or games due to participation on a non-TCA team will result in loss of playing time and possible removal from the team.

#### **ATHLETES with PART-TIME JOBS**

Because of the demanding schedules of our athletic teams and the responsibility of each student-athlete to maintain high academic standards, student-athletes are reminded of the difficulty of holding part-time jobs during athletic seasons. Students with part-time jobs during athletic seasons will not be excused from practices or games due to work responsibilities. Missing any practices or games due to a work conflict will result in loss of playing time and possible removal from the team.

#### **QUITTING A SPORT**

The TCA Athletic Department believes that character is not built by quitting and encourages students to persevere through adversity. We also desire that TCA athletes see themselves as a part of the team even when injuries or academic ineligibility may restrict their participation in practices and games.

- An injured player is expected to attend all practices and games as if they were healthy.
- Any student athlete who quits a team will not receive credit for that athletic season and will sit out the next two consecutive sports seasons. (Ex. An athlete that quits basketball must sit out the following spring and fall sport.)

- There will be a one-week trial period at the beginning of the season during which an athlete can choose not to participate in a sport without it resulting in the penalty stated above. Once this trial period has passed or tryouts and team selections have been completed, quitting should never be considered by the athlete or family.
- TCA administration and the athletic director will decide any exceptions to these policies.

### **DRESS CODE**

At all home and away athletic activities, Trinity athletes represent their families, their coaches, their school, and their Lord. Therefore, it is expected that all concerned will dress in an acceptable manner as described in the Trinity Christian Academy Family Handbook or as required by their coach.

### **EQUIPMENT/UNIFORMS**

Student athletes are responsible for the maintenance, upkeep and protection of all equipment/uniforms issued. Student-athletes have one week from the end of their season to turn in all issued equipment/uniforms. Failure to do so will result in disciplinary consequences and can result in grades being held until turned in to the coach or paid for. The student athlete is responsible for lost equipment/uniforms and must make monetary restitution, if applicable, for lost items or for items damaged beyond reasonable wear and tear.

### **LAUNDRY CARE FOR TEAM UNIFORMS**

- A good portion of the TCA Athletic Budget is used each year to purchase new uniforms for athletic teams. Athletes/Parents should wash all uniforms on machine wash cold/warm with mild detergent (no bleach) with lettered/numbered uniform pieces turned inside out.
- Please hang dry all uniforms. Do not use a dryer to dry uniforms as it causes numbers to deteriorate.
- Athletes are responsible for properly maintaining uniforms issued to them.

### **PLACES OF USE FOR TEAM UNIFORMS**

- The only acceptable place for a uniform to be worn is for school athletic contests, unless directed by coach.
- Athletes will not wear the team uniform for physical education classes or daily wear.
- Wearing team uniform jerseys with undershirts (not shorts, pants, or jackets) during the school day is permitted only on Friday Spirit days.

### **LOCKER/CHANGING ROOMS**

- No food or drinks are allowed at ANY time in TCA dressing rooms.
- Lockers will be assigned. All items should be kept in the lockers, shelves, or benches, and off the floor.
- All items left on the floor will be disposed of in a timely manner.
- Since many athletes use the locker room facilities at the same time, there is absolutely no room for horseplay, hiding other's belongings, etc.
- TCA assumes no responsibility for lost or stolen items.

### **HIGH SCHOOL "EAGLE SPEED & STRENGTH TRAINING"**

Research reveals that strength training significantly reduces injury and enhances athletic ability. In order to strengthen our programs, TCA offers Eagle Speed and Strength Training, a structured strength and conditioning program for TCA high school athletes, conducted under the supervision of the TCA athletic department. All TCA athletes are expected to participate in the ESST program during all offseason periods. Consistent participation in the program is vital to achieve lasting results. High school ESST will emphasize developing a strong "core" to develop the overall athlete as well as speed, agility and explosiveness.

### ATHLETIC INJURIES

- Report any injuries immediately to your coach.
- Injured athletes are expected to attend all practices/games unless approved otherwise through the coach.
- Injuries requiring medical attention need medical clearance for further participation.

### ATHLETIC MUSIC

All music played at TCA athletic practices, games, events, etc. must be Christian unless approved otherwise by the TCA Administration.

### DISCIPLINES FOR TECHNICAL FOULS/CAUTIONS/EJECTIONS

- Student-athletes who receive any type of conduct foul, penalty, or caution (yellow card), etc. in an athletic competition, while representing TCA, will be removed from the contest for a period deemed necessary by the coach.
- A student-athlete who is ejected from a contest could be suspended for the next scheduled contest.
- The coach, athletic director, and TCA administration will decide any exceptions to these policies.

### NCAA CLEARINGHOUSE

If you are a prospective student-athlete at a Division I or II college or university, you have certain responsibilities to attend to before you may participate. Information concerning who needs to register with the Clearinghouse and what documents will be submitted can be found in The Guide for College Bound Student Athletes on the NCAA website, [www.ncaastudent.org](http://www.ncaastudent.org)

### COACHES' POLICIES

Each coach may establish additional rules or standards for the team or program in which they work, which go beyond what is listed in this handbook. These rules may even be unique to that sport or program. The coaches' policies will be consistent with and not contradict other school practices and policies.

### HOMEWORK AND SCHOOL ASSIGNMENTS

Students are responsible for completing all homework assignments. It is important for students to realize that with the privilege of playing sports comes the responsibility to keep up with their academics. Students should use class, academic support period, and home time wisely in order to accurately complete their assignments.

### ATHLETIC ELIGIBILITY RULES

To be academically eligible to participate in extracurricular events, students must be enrolled full-time at Trinity Christian Academy. In most circumstances, students must be in attendance a minimum of four (4) class periods on the day of an event in order to participate. Eligibility rules for elementary, junior high and high school student athletes are based upon guidelines set by Trinity Christian Academy, the Christian School Athletic Fellowship (CSAF) and the Texas Christian Athletic Fellowship (TCAF). To align with the league's 6-week eligibility grading periods and the TCA quarter system, we will check grades for eligibility twice during each grading period. The first eligibility check will be done at 8:00 am on the Monday following the end of first 6 weeks of each quarter. The second grade check for each quarter will occur at the end of the grading period when report card grades are posted. Any student athlete failing any subject at either of these grade checks will become academically ineligible for a period of three weeks. Ineligibility begins on the same Monday of the first eligibility grade check and on the Monday after report cards are distributed and lasts three full weeks. Full week holidays such as Thanksgiving, Christmas, and Spring Break do not count as a week of ineligibility during the ineligibility period unless a game, meet, etc. is scheduled during one of these weeks. At the end of the 3-week ineligibility period, grades for ineligible student athletes will be rechecked. If the student athlete is passing **all subjects** at that time, eligibility will be regained. If the student is not passing **all subjects** at that time, the player will remain ineligible for three more weeks.

The following circumstances will result in athletic ineligibility:

- Athletes with failing grades at either grade check will become ineligible to participate in games/competitions, etc. for the next 3 weeks.
- Any student with an "I" (Incomplete) on a report card is ineligible until the work is complete and the teacher reports a passing average to the secondary office.
- Athletes who have been suspended from school for any reason are ineligible until the suspension has been served.

**During the ineligibility period:**

- The student athlete will not be allowed to participate in any extracurricular event.
- The student athlete must continue to attend games/competitions per the coach or sponsor's instructions and participate in all practices. Failure to do so may result in dismissal from the team.
- Ineligible student athletes may not miss class time to attend games/competitions. If a family chooses to take an athlete out of school to attend an athletic contest, resulting in missed class time, that athlete will not be allowed to suit out or sit on the bench with team at the game or athletic contest.

Because athletic eligibility depends upon a student's academic performance, coaches may view a student's grades at any time. This is intended to encourage student athletes to do well in school and allows coaches to encourage athletes in their studies and prepare for potential ineligibility. A pattern of repeated academic struggles and ineligibility, during a school year or multiple years, could affect team selections or a student's ability to try out for teams, etc.

An athlete who is struggling academically may be placed on academic probation by TCA administration (refer to the TCA Family Handbook for details regarding academic probation). An athlete may be suspended from athletic participation for a set period of time as a means to encourage greater academic success. Decisions involving an athletic suspension, will be made jointly by the athletic department and administration.

**HIGH SCHOOL ATHLETICS GRADES and CREDITS**

Athletes will be given a grade for each sport in which they participate. These grades count as semester averages, appear on high school transcripts, and are calculated in a student's overall numeric average and grade point average. Grades are assigned by coaches and are based upon attendance, attitude, and effort in practices and games. Failure to attend practices or games may result in a grade reduction, loss of playing time, or other sport-specific consequences, with excessive absences potentially resulting in removal from the team.

High school student athletes earn one-half Physical Education credit per completed season up to one full credit per school year (regardless of the number of sports played). Any PE credits earned beyond that required for graduation will be considered elective credits. Cheerleading, football, and volleyball are considered fall semester sports with grades being given at the end of the first semester. Basketball, baseball, softball, track, and tennis are considered spring semester sports with grades being given at the end of the second semester. If an athlete participates in more than one sport per semester, those grades will be averaged and the athlete will be given one grade and one-half PE credit being awarded.

If a student is splitting time between two spring sports (track and tennis, track and baseball, or baseball and tennis), a grade will be given by each coach with an average of these two grades counting as the student's spring sport grade.

**JUNIOR HIGH SCHOOL ATHLETICS GRADES**

Numeric PE/Athletics grades will be given by coaches or PE teachers and will be based upon attendance, attitude, and effort in practices and games.

**GRADING SYSTEM FOR JUNIOR HIGH AND HIGH SCHOOL ATHLETICS**

- All athletes will begin with a grade of 100.
- All athletes must attend all practices, games, and activities scheduled by the Coach and Athletic Director.
- All athletic grades will be based upon attendance, attitudes, and effort in practices and games.
- Grades are assigned by the coach of the athletic team and recorded to the secondary office by the Athletic Director.
- Athletes who are ineligible or injured are still required to attend all practices and games to support their team.
- If an athlete does not complete the season, they do not receive a grade or credit for the sport.

**A. CONSEQUENCES OF ABSENCES**

1. 4 points will be deducted for each unexcused absence.
2. Two unexcused absences will be grounds for dismissal from the team.
3. If more than half of an activity is missed, it will be counted as an absence.

**B. EXCUSED ABSENCES**

1. Personal illness or accident – Either the parents or the student **must** call or e-mail the coach at home or school before the scheduled activity to notify of absence. Failure to do so will result in an unexcused absence.
2. Doctor or dentist appointments. When possible, appointments should be scheduled so that they will not conflict with athletic activities.
3. Funeral or death in family.
4. Special school activities **approved** in advance by the coach.
5. Weddings in immediate family.
6. Pre-approved church activities.
7. Special, unavoidable circumstances **approved** by the coach.

**C. UNEXCUSED ABSENCES**

1. Unapproved missed practices and games.
2. Failure to provide the coach advance notice of any absences (allowances made when situations do not allow for advance notice)
3. Jobs. If an athlete assumes the responsibility of a job, it must be scheduled so that it will not conflict with practices and games for the team to which the athlete has committed him/herself.
4. Social gatherings.
5. Lessons of any kind (dance, piano, etc.)

**PARENT VOLUNTEERS**

All parents are expected to participate by volunteering their time and other resources by joining and supporting the Booster Club and supporting the Eagles! It is **required** that all parents of athletes assist with gate and concession operations during the season(s) that their child(ren) participate in Trinity athletics.

At times parent volunteers may be needed to assist coaches during practices and before or after games. At no times are parents allowed on the court, field, sidelines, etc. during a contest, unless directed or arranged by the coach or Athletic Director. This rule is set both by TCA and by governing bodies of facilities used by TCA. Parent volunteers must complete a TCA Athletics Volunteer Coach Form and have on file at TCA a criminal background check conducted within the past three years.

Parent volunteers are expected to maintain the highest standards of Christian ethics at all times in light of their impact upon student athletes and the reputations of our school and our Lord.

### **BOOSTER CLUB**

The Trinity Christian Academy Athletic Booster Club serves to support all TCA sports. Membership consists of parents of TCA athletes and anyone else who supports TCA Athletics. The Booster Club provides financial and organizational support and is open to anyone interested in contributing to the success of TCA Athletics. Funds are raised through concessions, spirit wear, and various annual fund-raisers. Booster club volunteers operate the gate at all sporting events where admission is charged. The club elects its own officers and operates under the supervision of the TCA Athletic Director. The Booster Club sponsors the annual TCA Athletic Sports Banquet.

### **HIGH SCHOOL ATHLETIC BANQUET AND END OF YEAR AWARDS & GIFTS**

Each May, the TCA Athletic Booster Club organizes a banquet to celebrate the year. During this banquet, all high school athletes and teams are recognized, with high school coaches presenting a limited number of individual awards to selected varsity athletes.

Team parents conducting end-of-season parties for teams outside of school hours are asked to be sensitive to the circumstances of other families in planning these events in terms of cost, timeframes, location, etc.

*Parents should not request contributions from other parents to provide end-of-season gifts for individual team members; small donations from families of team members may be collected in order to present a small appreciation gift from the team to the coach at the end of a season.*

### **ATHLETIC LETTERING POLICY**

Students bearing a "letter" or letter jacket from TCA represent our Savior and our school at all times. In light of this, the awarding of a letter is considered both an honor and a privilege. Therefore, any student involved in serious disciplinary misbehaviors may be barred from receiving a letter at the discretion of the administration of Trinity Christian Academy, even if that student meets all other criteria given below.

### **GENERAL LETTERING REQUIREMENTS**

- The athlete must be on the Varsity Roster of the athletic team throughout the entire season.
- If an athlete is added to the Varsity Roster during the course of the season, it will be up to the coach's discretion whether the athlete's contribution to the team was significant enough to justify lettering in the sport.
- The athlete must attend all games and practices, except when cleared by the coach.
- The athlete must begin and complete an entire season, including post-season tournaments and playoffs.
- Any student who does not finish a season by his/her own choice or by his/her parents' choice is ineligible to letter.
- If an athlete loses academic eligibility during the season, it will be up to the coach's discretion whether the athlete's contribution to the team was significant enough to justify lettering in the sport.
- Any athlete who is unable to finish a season, for disciplinary reasons, will be ineligible to letter.
- If an athlete is injured during the course of the season, it will be up to the coach's discretion whether the athlete's contribution to the team was significant enough to justify lettering in the sport.

### **JACKETS & PATCHES**

When an athlete letters in a varsity sport, the Athletic Director will assist in the ordering of a school sanctioned letter jacket. The athlete's family is responsible for the cost of the jacket. The Athletic Director will also assist in the ordering of school sanctioned patches for Post District Team Honors (Ex. District Champs, Bi-District Champs, etc.) and individual recognition patches, (All-District, All-State, bars, stars for captains, etc.). The cost of all patches is the responsibility of the athlete's family.



## CONFLICT RESOLUTION

Parenting and coaching are both difficult vocations. By keeping lines of communication open between parents and coaches, many potential problems can be avoided. This begins with clear communication from the coaching staff to the parents and student athletes. The following guidelines are in place to help resolve conflicts, if and when they occur, in an appropriate manner that upholds the dignity of student athletes, parents and coaches. One of our goals is to instill in our student athletes a sense of ownership and responsibility for their actions. Therefore, it is important that student athletes learn necessary communication skills and how to resolve conflicts in a God-honoring way.

- A. The following are communications athletes and parents should expect from coaches.
  - 1. Coaching philosophy and goals
  - 2. Team requirements
  - 3. Individual coaching rules and consequences
  - 4. Location and times of all practices and contests
  
- B. The following are communications coaches should expect from parents and student athletes.
  - 1. Concern expressed directly to the coach. Athletes should make this first step.
  - 2. Notification of scheduling conflicts (practice or games) well in advance
  - 3. Concerns about philosophy/expectations BEFORE commitment is made to team
  - 4. Positive role-modeling at contests and practices
  
- C. Appropriate concerns to discuss with coaches:
  - 1. Treatment of athletes, mentally and physically
  - 2. Ways to help athlete improve
  - 3. Concerns about an athlete's behavior
  - 4. College options and recruiting
  
- D. Concerns *not* appropriate to discuss with coaches:
  - 1. Team strategy
  - 2. Playing time
  - 3. Play calling
  - 4. Other student athletes

### 24-Hour Rule

Do not confront a coach immediately before or after a contest or practice; instead wait for a full twenty-four hours before making contact of any sort (including emails or text messages). Because meetings of this nature rarely promote resolution, the "24 Hour Rule" will always be in effect. This not only allows for reflection and prayer, but for emotions to settle so rational, facts-oriented discussions can take place.

### The Matthew 18 Principle

Matthew 18:15-16 states that, "If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that 'every matter may be established by the testimony of two or three witnesses.'" TCA strongly believes in this principle. If an athlete or parent has a concern with a coach, the coach should be extended the courtesy of being addressed first, and all efforts should be made to work out the concern with the coach. In the event a satisfactory resolution is not reached, then the parent or athlete may ask for a conference with the athletic director and the coach. The goal should always be to guard against divisive speech and gossip by solving problems at the lowest level with the fewest people possible.

### **PLAYER-COACH RELATIONS**

A constant effort should be made by student athletes to address coaches respectfully and acknowledge requests with terms such as, "Yes, sir/ma'am," or "Yes, Coach \_\_\_\_." Do not call coaches by their first or last name. There will be times of fun, fellowship, and mentoring, but the student athletes and coaches need to know the boundaries.

A student should never speak disrespectfully to any authority. Doing so, as stated in the code of conduct, will be grounds for dismissal or correction. Parents are expected to require and model this respect for authority.

Likewise, coaches should make every effort to correct athletes in a respectful manner and call out inappropriate conduct in a personal, one-on-one setting.

### **TRYOUT POLICIES**

It is the desire of Trinity Christian Academy to see a large number of students involved in school athletics each year. Unfortunately, limits must be placed on the sizes of teams for each sport, and when numbers exceed the allotted amount for a particular team, tryouts and selections will be handled by the head coach with as much sensitivity and compassion as possible. Cuts are never easy, but they are necessary for a variety of reasons and serve to strengthen TCA's athletic program.

Announcements indicating the starting dates for tryouts for each sport will be given, and all students who meet TCA and CSAF/TCAF eligibility requirements may participate. When possible, tryouts will be held during the first official week of practice in each sport.

- Choosing team members is the responsibility of the head coach of the team.
- Varsity Head Coaches are allowed and encouraged to assist in the selection of sub-varsity teams.
- Before tryouts begin, coaches will provide information to all candidates including the length of the evaluation/tryout period (a minimum of three days), and an explanation of the skills and abilities to be evaluated as well as the commitment necessary to make the team.
- Students should not try out for a team unless they are willing and able to make the emotional, physical, and time commitments necessary should they make the team.
- Athletes trying out for a team must be at all tryout practices. Coaches must be notified ahead of time if an athlete is going to miss the first day of tryouts for an excusable reason (illness, death in family, etc.).
- Coaches will consider a student athlete's previous academic performance when making selections.
- Coaches will discuss options for individuals who do not make the team before tryouts. One alternative might be to assist as team manager or statistician.
- A list of players making the team will be emailed to the families of all students who participated in the tryout process. Cut lists will not be made public.
- When tryouts are being used to select teams, athletic fees will not be due until teams have been selected.

## STUDENT ATHLETIC CODE OF CONDUCT

Participation in athletics at Trinity Christian Academy is a privilege. If you choose to participate in athletics, you must accept the responsibility of being highly visible and a leader both in and out of the classroom and the arena of competition. More importantly, also understand that you represent our Lord!

With this in mind, the following guidelines have been established for students electing to participate in TCA athletics.

**AS AN ATHLETE AT TRINITY CHRISTIAN ACADEMY, I WILL HONOR GOD IN THE FOLLOWING AREAS:**

1. **SPEECH...***"Let your conversation always be full of grace..." Colossians 4:6*
  - a. **I will not use profanity, questionable slang, or "trash talk."** Anything that can be construed as negative or insulting must be avoided. Examples might include chanting "Air Ball" when the other team misses a shot or screaming while an opponent is on the free throw line (Ephesians 5:4).
  - b. **I will address coaches and officials with respect.** Call coaches "Coach" or "Mr., Miss, or Mrs." Address officials as "Sir" or "Ma'am." Respond to instructions with "Yes sir/ma'am" and "No sir/ma'am." Speak about coaches and officials only with the highest level of respect whether or not they are present.
  - c. **I will not criticize or argue with coaches or officials.** Officials and coaches represent authority and obedience to their authority is not predicated on whether or not you agree with it (Romans 13:1). All authority is God-given and disobedience to authority is disobedience to God. Students who must express concerns to coaches must respect the "24 Hour Rule" explained in the Athletic Handbook and follow the Matthew 18 principle.
  
2. **RELATIONSHIPS...***"My command is this: Love each other as I have loved you." John 15:12*
  - a. **I will develop relationships and a good rapport with my teammates and coaches.** God has placed you on this team for a purpose. Sports provide great opportunities to develop lifelong friendships. If sports become all about you, your team does not need you.
  - b. **I will develop relationships and a good rapport with my classmates.** Do not attempt to set yourself or your team on a pedestal. Your classmates will not respect or support you or your team. Hazing and bullying will not be tolerated.
  - c. **I will develop relationships and a good rapport with students from other schools.** Never miss an opportunity to share Jesus with others or to build a friendship with a brother or sister in Christ.
  
3. **UNITY...***"I in them and you in me. May they be brought to complete unity to let the world know that you sent me and have loved them even as you have loved me." John 17:23*
  - a. **I will develop unity within my team.** No team can succeed without it.
  - b. **I will develop unity within my school family.** Do your part to help TCA complete the mission to which God has called it by fulfilling your role and helping others fulfill theirs.
  - c. **I will develop unity within the Kingdom.** If the purpose of the Kingdom of God is to be met, believers must be united. Pray for the success of TCA and other Christian schools.
  
4. **MOTIVES...***"...whatever you do, do it all for the glory of God." 1 Corinthians 10:31*

- a. **I will be motivated by the love of God and strive for victory for his glory—not mine.** We live for Him because He demands it, expects it, and deserves it.
- b. **I will demonstrate Christ in my life by abiding by the rules of the game in letter and spirit.** Tactics promoting unfairness will not be tolerated.
- c. **I will be committed to excellence.** In all areas of life—faith, practice, academics, worship, and games—I will act like a champion!

5. BEHAVIOR...*“Whoever claims to live in him must walk as Jesus did.” 1 John 2:6*

- a. **I will maintain a good reputation.** An athlete’s character should be in good standing with the administration, faculty, staff, and other students. Athletes are highly visible representatives of TCA in the community, and should model Christ-like character at all times. Athletes must understand and abide by all TCA rules and guidelines.
- b. **I will know and understand all requirements.** An athlete should make an effort to understand all of the expectations of their team and meet these expectations in action and in spirit. This includes athletic eligibility requirements
- c. **I will show respect for all coaches, managers, and athletic staff.** This includes game plans, methods, and philosophies.
- d. **I will show respect for my teammates.** The athlete will respect the seriousness of their commitment by attending all practices, meetings, games, and ministry opportunities and by working together to accomplish a common goal. Help hold your teammates accountable for their actions as well.
- e. **I will maintain a high standard of appearance.** Adhere to the strictest interpretations of the school dress code and team dress and uniform code both in and out of the arena.
- f. **I will know and understand the TCA athletic philosophy.** The athlete will respect the eternal effects of their speech and actions as they represent themselves, their families, their school, their church, and ultimately their Lord and Savior, Jesus Christ.
- g. **I will demonstrate Christ-like character.** Both in and out of the arena, show respect in speech and actions for officials, opponents, and all those associated with our opponents, regardless of their actions. Fighting and unsportsmanlike conduct penalties will not be tolerated and will be penalized.

## PARENT/GUARDIAN ATHLETIC CODE OF CONDUCT

Participation in athletics at Trinity Christian Academy is an exciting privilege! If you choose to allow your child to participate in athletics, you must also understand the responsibility he or she has of being a leader; both in and out of the classroom and the arena of competition. It is also important that you understand the important role you play as the parent of a TCA athlete. Both you and your student represent your family, our school, and our Lord. In light of this, parents of student athletes at Trinity Christian Academy also choose to participate and must agree to the following guidelines and priorities.

As the parent of a TCA athlete, I agree to honor God in the following areas:

1. **SPEECH...** *"Let your conversation always be full of grace..." Colossians 4:6*
  - a. **Be positive and encouraging.** Uplift your student and others.
  - b. **Do not use profanity, questionable slang, or "trash talk."** Anything that can be construed as negative or insulting must be avoided.
  - c. **Never criticize coaches or officials.** Officials and coaches represent authority and obedience to their authority is not predicated on whether or not one agrees with it. If you "bad mouth" your child's coaches or officials, you cannot expect him or her to play for or respect these individuals. All authority is God-given and disobedience to authority is disobedience to God.
  - d. **Insist that your students address coaches and officials with respect.** They should call their coaches "Coach" or Mr., Miss, or Mrs." and address officials as "Sir" or "Ma'am." You should use these titles as well when referring to coaches and officials.
  - e. **Never be involved in negative cheering.** Booing officials or opponents or getting into negative chants sets a bad example for your children and is counter to all we say and believe at TCA. Examples might include chanting "Air Ball" when the other team misses a shot or screaming while an opponent is on the free throw line.
  - f. **Never speak negatively around students or other parents about:**
    - i. **TCA:** a negative atmosphere is contagious. Instead, create a positive atmosphere of gratitude.
    - ii. **Students or parents:** speak to parents only about your and their students. Speak to students only in an encouraging manner.
    - iii. **Your child's teammates:** this only allows your student to make excuses for their own performance. Do not offer excuses for your children if they are not playing. Encourage them to do their best and to keep striving for worthwhile goals.
  - g. **Always resolve differences with coaches out of sight and earshot of students and other parents.** Call to make an appointment to speak with the coach privately, honoring the "24 Hour Rule" and following the Matthew 18 principle. Pray about what you will say and what is motivating your discussion.
  - h. **Smile, meet, and greet.** You may be the first impression someone has of TCA and of our Lord and Savior. Ask yourself: "Does my speech set up an opportunity to share Jesus Christ or a need to apologize?"
2. **RELATIONSHIPS...** *"My command is this: Love each other as I have loved you." John 15:12*
  - a. **Develop good relationships with your student and their teammates.** God has placed your child on this team for a purpose. Use this opportunity to minister and encourage others. You never know who is hurting and needs your show of God's love in their life. If sports becomes all about you and/or your student, please do not participate.
  - b. **Develop good relationships with other parents.** You need their prayers and support as much as they need yours!

- c. **Develop good relationships with parents from other schools.** Never miss a chance to share Jesus with others or build a friendship with a brother or sister in Christ. Promote TCA and its students. The relationships you build are a reflection of our entire ministry.
  - d. **Develop good relationships with the coaches.** Get to know them. Pray for them. Communicate with them with an open heart and mind. Set appointments to meet with them rather than ambushing them before or after games or practices. Be open, honest and use gentle words.
3. **UNITY...** *"I in them and you in me. May they be brought to complete unity to let the world know that you sent me and have loved them even as you have loved me." John 17:23*
- a. **Develop unity within our school family.** God has called each of us to TCA with different abilities and roles. Never be jealous, envious, or critical of someone else's role—be busy fulfilling your own! Your example of unifying our school body teaches a valuable lesson to all of our students.
  - b. **Help your student develop unity within their team.** Teach them to respect the seriousness of their commitment by attending all practices, meetings, games, and ministry opportunities. Please make every effort to refrain from disciplining your child by "grounding" him/her from athletic events. This punishes every member of the team!
  - c. **Develop unity within the Kingdom.** In order for the purpose of the Kingdom of God to be met, all believers must be united. Pray for other Christian schools as you pray for Trinity Christian Academy.
4. **MOTIVES...** *"...whatever you do, do it all for the glory of God." 1 Corinthians 10:31*
- a. **Be motivated by the love of God.** We live for Him because He demands it, expects it, and deserves it.
  - b. **Strive for victory as a tool to teach your students.** Teach them that athletics is a means to an end—not an end unto itself.
  - c. **Teach your students to abide by the rules of the game in letter and spirit.** Tactics promoting unfairness will not be tolerated.
  - d. **Teach your student about athletics in light of your family mission, philosophy and goals.** What you teach them through athletics should match what you teach at home.
  - e. **Use your child's experience as a chance to be involved in his or her life.** Your relationship with your child as an adult will last longer than your relationship with them while they are in your home. If you want a relationship with them as adults, you need to begin building that relationship now. Athletics is a great opportunity to do this!
5. **BEHAVIOR...** *"Whoever claims to live in him must walk as Jesus did." 1 John 2:6*
- a. **Maintain class and character.** Your actions reflect upon you, your family, TCA, and our Lord. You set the example for your children. Refrain from the use of tobacco products, alcoholic beverages, and illegal drugs before and during all school athletic activities
  - b. **Be an example and a guard.** Set the standard high for behavior and appearance. Do not be afraid to speak in love to those whose behavior might undermine TCA's testimony.
  - c. **Always dress appropriately.** Modest attire that does not attract attention to you and away from your child should be worn.
  - d. **Be modest in victory and gracious in defeat.** Coaches, students, parents, and spectators need to be strong in this area. Smile and shake hands with visitors before and after games regardless of the outcome.
  - e. **Recognize the success of your opponent.** Compliment good play of students from the other school. Congratulate their coaches on a well coached game.

- f. **Insist that your student follow instructions.** Coaches depend upon a player's ability to follow orders immediately and without question. Questions may be raised at an appropriate time such as at practice or after games when there is a time for explanation. This builds respect for authority and trust between children and coaches.
- g. **Work with the officials...do not work the officials.** Badgering officials works against our teams and comes at the price of our testimony and ability to influence others for Christ. There is never a time at any contest where a parent is afforded an opportunity to say anything to an official other than, "Thank you." Without these men and women and their willingness to officiate, there would be no game.
- h. **Remain in the stands.** Never attempt to approach the field, court, bench, press box, score table, or officials before, during, or after a game. Socially visiting with coaches briefly after the game is encouraged. Game officials are off-limits.
- i. **Be involved.** All parents of athletes are expected to assist the TCA Athletic Booster Club in its efforts throughout the school year.
- j. **Teach your children that they have a special purpose from God.** It is their responsibility to accept God's purpose for them. Be realistic about their capabilities and do not compare or contrast them to others. This limits their ability to fulfill their own unique potential and purpose.
- k. **THIS IS A GAME!!! Have fun, touch lives, and be yourself!** You have the opportunity to be a positive influence, like no else may be able to, in the lives of your children and their peers. Enjoy this time in their lives and help them to enjoy it as well. Games, plays, and officials will all be forgotten, but your behavior and attitude will stay with your child forever.

**The Athletic Code of Conduct is in effect year-round and not limited to the sport or school year.**

### TEN PRINCIPLES FOR PARENTING AN ATHLETE

1. Be positive with your student-athlete. Let them know they are accomplishing something simply by being a part of the team.
2. Avoid offering excuses for the student-athlete if they are not playing or seeing only limited action. Encourage them to work hard, reach their potential, and contribute to the team's efforts.
3. Open criticism of the coaches is unnecessary. By openly criticizing the coaches, your student-athlete becomes trapped between the coach's authority and the parent's criticism. This erodes the athlete's effectiveness and affects their contributions to the team effort.
4. Encourage and support your student-athlete's efforts to follow the team's rules and athletic code. Remember the parent code of conduct you've signed indicating your support of the athletic code, its enforcement and penalties. This is a year-round responsibility and not limited to the athletic season.
5. Emphasize the importance of academics and understand the academic requirements necessary for participation in interscholastic athletic activities. With few exceptions, most student-athletes do not receive athletic scholarships. Their future as an active, contributing citizen is much more likely to be determined by their academic abilities, not their high school athletic abilities.
6. Criticizing or showing envy in relation to the failures or successes of other student-athletes is inappropriate. Most are trying the hardest on any given day and they deserve respect for their efforts. Living your life vicariously through your student-athlete puts undo pressure on all concerned. Remember, a sport is a game and it is supposed to be fun!
7. The coaches work with the athletes on a regular basis and they have had the opportunity to evaluate the athletes' strengths and weaknesses objectively. Focus your energy toward being a supporter of the team and do not waste it tearing the team down. Remember, every team is composed of three groups: athletes, coaches, and parents. Be a positive part of the team.
8. Emphasize good sportsmanship with you student-athlete. Win or lose, they must show respect for opponents and demonstrate the maturity necessary to show class. In addition, encourage your student-athlete to respect the authority of the officials. Self-respect begins with self-control.
9. Emphasize that "team" must take precedence over the individual. Recognition of individual's contributions happens at the end of the season. Recognition is directly affected by the success of the team and the individual's contribution to the team's success. Remember, there is no "I" in the word team.
10. Emphasize that the lessons learned through athletic competition are lessons for life. The skills learned are for leisure in the future. Keep sports in perspective.



*\*One signature sheet per family, per school year*

**FOR STUDENT ATHLETES:**

I have read the TCA Athletic Handbook, including the Student Athletic Code of Conduct shown above and understand that I may not participate without a signed copy of this document on file in the athletic office. I understand that these expectations are in place to help me grow and mature spiritually, emotionally, and physically. I understand that failure to uphold the expectations outlined above will endanger my athletic eligibility and may include, but not limited to, extra conditioning, suspensions, or removal from the team.

1. Student Athlete Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_/ \_\_\_\_/ \_\_\_\_

2. Student Athlete Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_/ \_\_\_\_/ \_\_\_\_

3. Student Athlete Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_/ \_\_\_\_/ \_\_\_\_

4. Student Athlete Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_/ \_\_\_\_/ \_\_\_\_

**FOR PARENTS OF ATHLETES:**

I have read the TCA Athletic Handbook, including the Parent Athletic Code of Conduct. I will support the Trinity Christian Academy athletic program and personnel at all times through prayer and by attending and volunteering at TCA athletic events. I understand that misconduct may result in my expulsion from an event and possibly future events as well.

\_\_\_\_\_  
Parent / Guardian's Signature

\_\_\_\_\_  
Parent / Guardian's Signature

\_\_\_\_\_  
Parent / Guardian's Name (Printed)

\_\_\_\_\_  
Parent / Guardian's Name (Printed)

Date: \_\_\_\_/ \_\_\_\_/ \_\_\_\_

Date: \_\_\_\_/ \_\_\_\_/ \_\_\_\_