

***HAMPTON CHRISTIAN  
ACADEMY***



**ATHLETIC HANDBOOK  
2017-2018**



**THE WARRIOR WAY:**

**SPIRITUAL GROWTH  
ACADEMIC EXCELLENCE  
ATHLETIC DEVELOPMENT**

**Welcome to Hampton Christian Academy Athletics!**

We are excited to offer many opportunities for student participation.

Athletics offers an arena for students to grow physically, emotionally, mentally and most importantly, spiritually. God has great plans for Hampton Christian Academy!

I'm trusting our Athletic Handbook is informative and helpful in understanding the guidelines and responsibilities for participating in athletics at Hampton Christian Academy. As a Christian body, we know that part of the success of our athletic program depends upon the effort of many individuals working together, including coaches, athletes, families, scorekeepers, managers, and other volunteers. We are blessed to have you as a part of HCA Athletics!

We count it a privilege to work with athletes and their families, and our desire is to help facilitate growth in each young person. Christ is also using athletics as a great tool to evangelize the world. Our desire is to equip our student-athletes with a vision to reach out to others both locally and beyond.

Saved By Grace,

*Michael Moore*

Michael Moore  
Athletic Director



## **I. Hampton Christian Athletic Philosophy:**

One of the core beliefs of Hampton Christian's athletic program is that each individual involved, whether it be coach, athlete, director, parent, or volunteer, would begin to put on the mind of Christ. From Philippians 2:1-5, we see that part of what this means is to be united in Spirit, Purpose, and Love. In humility, we want to consider others above ourselves, and we want to show Christ-like attitudes and behaviors. Throughout this year, we desire to work together as a "team" to glorify God, to encourage each other in growth, and to demonstrate Christ's love to all with whom we come in contact.

## **II. League Information:**

Hampton Christian is a member of the Virginia Independent Schools Athletic Association (VISAA) and the Metro Athletic Conference.

### ***The following schools comprise the MAC:***

- |                                     |                                   |
|-------------------------------------|-----------------------------------|
| 1. Atlantic Shores Christian School | 5. Portsmouth Christian School    |
| 2. Broadwater Academy               | 6. StoneBridge School             |
| 3. Denbigh Baptist Christian School | 7. Isle of Wight Academy          |
| 4. Hampton Christian Academy        | 8. Williamsburg Christian Academy |

The Metro Conference has established a code of ethics and a constitution that all participating schools agree to follow. If you have any questions concerning these guidelines, please contact the HCA athletic department.



**III. Sports Available at HCA:**

| Season | Sport         | JJV B | JJV G | JV B | JV G | V Boys | V Girls |
|--------|---------------|-------|-------|------|------|--------|---------|
| Fall   | Volleyball    |       | X     |      | X    |        | X       |
|        | Cheerleading  |       | X     |      | X    |        | X       |
|        | Soccer        | X     |       | X    |      | X      |         |
|        | Cross Country | X     | X     | X    | X    | X      | X       |
|        | Football      |       |       |      |      | X      |         |
| Winter | Basketball    | X     | X     | X    | X    | X      | X       |
|        | Cheerleading  |       | X     |      | X    |        | X       |
| Spring | Baseball      | X     |       | X    |      | X      |         |
|        | Softball      |       | X     |      | X    |        | X       |
|        | Soccer        | X     | X     |      |      |        | X       |
|        | Track         | X     | X     | X    | X    | X      | X       |
|        | Tennis        |       |       |      |      | X      | X       |
|        | Golf          |       |       |      |      | X      | X       |

**NOTE:** *Availability of sports may vary from year to year due to student interest.*



#### **IV. Athletic Physicals**

1. Every athlete must have a **yearly physical exam** and **submit the form** to the Athletic Director at HCA before sport participation. HCA makes every effort to provide a physician who will give sports physicals at school before the beginning of the school year.
2. **Medical Release Forms must also be completed and on file in the Athletic Office before participation. (See the last page of this handbook).**

#### **III. Team Guidelines and Requirements**

**A. Team Goals:** In order for the athletic teams at HCA to reach their highest potential, it is important that they understand and strive for common goals. These goals are that all our student athletes be challenged and motivated to:

1. Draw closer in our relationships with Jesus Christ.
2. Be united in Spirit, Purpose, and Love—Philippians 2:1-5
3. Get the most out of our God-given natural abilities.
4. Be an effective ambassador for our Lord and Savior Jesus Christ.
5. Do our best to imitate Christ-like behavior in the classroom and on the fields/courts of play.

**B. Sportsmanship Code:**

1. Humble ourselves and we will be lifted up.
2. Treat our opponents, officials, coaches, and spectators with respect.
3. Respect the property and reputation of our opponents as well as that of our own school.
4. In all cases, we will use good common sense, judgment, and courtesy.
5. The Metro Athletic Conference has adopted additional guidelines for sportsmanship.

**C. Team Prayer and Devotions**

1. Team prayer and devotions are essential to team unity.
2. We have to continue to grow spiritually before we begin to grow academically or athletically.
3. Devotions are to take place prior to (or during) practice. Team members are encouraged to lead in prayer and share in devotions.



#### **D. Conduct and General Rules**

1. Respect for officials, players, and coaches is expected at all times.
2. Each player is responsible to see that equipment is put away and that the locker room is left clean. Coaches are encouraged to assign specific duties to team members.

#### **VI. Athletic Dress Code for Game Days**

- A. **FRIDAY GAMES**: Students will wear appropriate HCA wear in school colors every Friday, regardless of home or away games.
- B. **AWAY GAMES**: Students will abide by the formal dress code\* during school and on the bus on away game days between Monday-Thursday.
- C. **HOME GAMES**: Students must wear their HCA team collared shirt with khaki pants or appropriate jeans on home game days between Monday-Thursday.
- D. Students not dressed appropriately at the beginning of a game day may be issued a detention and may have their playing time reduced or eliminated for that game.
- E. Before and after games, coaches will instruct athletes to either stay in full uniform (team warm-up) or remain in their school dress code.

#### **\*Formal Dress Code:**

##### **Gentlemen:**

1. Dress suit or jacket
2. Dress shirt and dress pants
3. Belt and tie
4. Dress shoes with matching socks
5. No shorts or denim material

##### **Ladies:**

1. Hemline, both back and front, including slits, must be no higher than two inches above the knee when standing or sitting.
2. Necklines must be modest. No cleavage should show.
3. Must be loose fitting, not form fitting.
4. Fabric must not be denim or sheer, and must conform to modest Christian standards.
5. Dress shoes must be worn.



## VII. Bus behavior

- A. No standing while bus is moving.
- B. No hands, heads, or talking out the bus windows.
- C. No throwing of any objects at any time (this includes spitting).

## VIII. Uniforms

- A. Athletes are responsible for the care of assigned uniforms.
- B. Athletes are financially responsible for the replacement of lost or damaged uniforms.

## IX. Fees

- A. **Athletic Fee – \$200.00/athlete per sport.** This is a requirement of **all athletes for each sport.** Half of this fee (\$100) is due before the first game.
- B. Families are also required to provide 4 hours of volunteer service to the Athletic Department, per child, per sport.
- C. A discount of 50% (\$100) of the athletic fee will be given if the service hours are met by the end of the season.
- D. This fee is designed to help defray the high cost of uniforms, sports equipment, transportation, facility costs, coaches' stipends, etc.
- E. Payments are to be made in the Business Office only, and checks should only be made to HCA.
- F. Coaches are not to collect any athletic fees nor should they ever accept cash or checks.
- G. Parents are not to issue checks or provide cash to coaches for fees/expenses of any kind.
- H. It is the family's responsibility to schedule volunteer service hours through the Mike Moore (Athletic Director) or Shirlene Ragnar.

*\*If 4-hour volunteer service time is not met by the end of the season, \$100.00 will be billed to the family's account (for each sport the athlete participated in).*



## **X. General Policies**

- A. All injuries and illnesses must be reported to the coach to ensure proper care.
- B. As indicated in the Student Handbook, the use of drugs, alcohol, or tobacco is unacceptable. Both school and athletic discipline will be applied to violations.
- C. Athletes who are dismissed from or who quit a team may not be allowed to participate in the following seasonal sport.
- D. All dismissal and other serious athletic discipline situations will be reviewed by the Athletic Director and the Principal.
- E. HCA sports teams are chosen on a try-out basis. It is necessary for students to be at these try-outs in order to be fair to all involved.
- F. It is the family's responsibility to notify the coach if it is absolutely necessary for an athlete to miss a try-out session.

## **XI. Attendance**

### **A. Practice/Game Consequences for Tardies and Absences**

Guidelines for excusing players from practice and/or game:

1. Illness, death in the family, etc. – these are automatically excused. Please notify the coach or the athletic office at school as soon as possible.
2. Doctor, dentist appointments – excused usually and considered on an individual basis. Emergencies are excused and exceptions will be approved on a case-by-case basis.
3. School parties, socials, etc. – unexcused. The athletic department works closely with the administration to ensure as few conflicts as possible.
4. Church activities are considered on individual basis and usually are excused. We will work with the athlete regarding church activities, while evaluating the effect of the absence on the team as a whole. Advanced warning of conflicting events should be provided as soon as possible.
5. Babysitting, parents "benching" athletes, academic ineligibility, and conduct/behavior ineligibility are all unexcused absences.
6. Family vacations - We will work with the athletes in these situations and evaluate the effect of the absence on the team.





**B. PRACTICES:** Consequences for excused/unexcused tardies & absences to practices:

1. Steps taken for **excused tardies and absences:**
  - a. Make-up work is at the discretion of the coach.
  - b. Tardies and absences will be reviewed by the coach and Athletic Director.
  - c. Excessive tardies and absences may result in disciplinary actions.  
Conditioning work may be assigned.
2. Steps taken for **unexcused tardies:**
  - 1<sup>st</sup> time – conditioning work may be assigned.
  - 2<sup>nd</sup> time – conditioning work is assigned during practice.
  - 3<sup>rd</sup> time – conditioning work is assigned; may sit out game.
  - 4<sup>th</sup> time – meets with Athletic Director/Principal.
3. Steps taken for **unexcused absences:**
  - 1<sup>st</sup> time – may sit out first half of next game; conditioning work is assigned.
  - 2<sup>nd</sup> time – may sit out entire next game; conditioning work is assigned.
  - 3<sup>rd</sup> time – meeting with parents, athlete, coach, and Athletic Director & Principal; possible dismissal from team.

**C. GAMES:** Consequences for excused/unexcused tardies & absences to games:

1. Steps taken for **excused tardies and absences:**
  - 1<sup>st</sup> time – consequences at the discretion of the coach
  - 2<sup>nd</sup> time – reviewed by coach and Athletic Director
  - 3<sup>rd</sup> time – meeting with parents, athlete, coach, Athletic Director; possible disciplinary action.
2. Steps taken for **unexcused tardies to games:**
  - 1<sup>st</sup> time – may sit out first quarter; conditioning work is assigned
  - 2<sup>nd</sup> time – may sit out first half; conditioning work is assigned
  - 3<sup>rd</sup> time – may sit out entire game; conditioning work is assigned
  - 4<sup>th</sup> time – meet with Athletic Director/Principal; or dismissal from team
3. Steps taken for **unexcused absences from games:**
  - 1<sup>st</sup> time – may sit out next game; conditioning work is assigned
  - 2<sup>nd</sup> time – meet with Athletic Director & Principal; possible dismissal from team

**Academic performance takes priority over athletic performance!**



## XI. Eligibility

A. Along with spiritual growth, academic progress is essential. We have set high academic standards for our HCA student-athletes. Athletes are expected to put academic excellence first. Student-athletes are expected to fully prepare for academic success by putting in the necessary homework/study time.

1. **Age requirement** – Students who reach their seventeenth birthday prior to October of the school year are no longer eligible to play junior varsity sports. Students who reach their nineteenth birthday prior to August 1<sup>st</sup> of the school year are no longer eligible to play varsity sports.
2. **Conduct** –Any student who receives an ISS may still participate only at the discretion of the Athletic Director and Principal. Any student who receives an OSS may forfeit the opportunity to play sports for part/all of that season as determined by the administration. (The privilege to play sports in following seasons of that school year requires administrative approval.) Students must also have an overall "S" average, must not have a "U" (an unsatisfactory conduct grade) in any class.
3. **Academics** - Students must have a minimum scholastic average of 2.3 GPA, with no failure in any course, in order to be eligible to participate in athletics. If a student has a failing grade on his/her first or third quarter report card he/she will no longer be eligible to play in games or practices with the team for at least five weeks and until permission is granted by administration. In addition, students will not be allowed to leave school early on game days, travel to games with the team, or sit with the team at games. Any student who fails a first semester course or does not to maintain a 2.3 GPA will be ineligible to participate in athletics for the remainder of that season. Any student who fails a course in the first quarter, first semester, or third quarter may not try out for a sport until the athletic eligibility standards are met..

B. Students who reach their 17th birthday prior to October 1st of the school year are no longer eligible to play junior varsity sports. No junior or senior may play on a junior varsity team, regardless of age. Students who have their 19th birthday prior to August 1st may no longer participate in any school sports.



- C. NCAA ELIGIBILITY- Please note: Students who are planning to enroll in college as a freshman and who wish to participate in Division I or Division II athletics must be certified by the NCAA Initial-Eligibility Clearinghouse in order to play a sport. Students who want to participate in Division I or Division II athletics should plan to start the verification process early---at the beginning of their junior year. Any student on the Advanced Diploma Track should have no problem certifying with the NCAA.
- D. Students who participate on an athletic team must be present during the school day by 12:00 p.m. If students are continually arriving late, action may be taken, depending on the situation. Also, students who have missed any class time must see their teacher(s) at the end of the school day to receive any missed assignments. This is the student's responsibility, not the teacher's.

## **XII. Athletic Probation**

- A. Probation will result when students are unable to begin or continue play due to ineligibility.
- B. Students on probation who desire to try out for a team may try out, but acceptance on the team is at the discretion of the athletic department.
- C. Repeated ineligibility during a season may result in dismissal from the team after review by the Athletic Director, coach, and principal.

## **XIII. General Guidelines and Requirements**

### **A. Facilities**

1. The Lord has richly blessed us with quality facilities. A goal of each athlete should be to always leave the area cleaner than you found it. Destructiveness or misuse of property is not acceptable.
2. Cleats are not permitted inside the school building or gym.
3. Athletes are not to be in any area of the building other than their practice area.



4. All athletes must keep backpacks, books, gym bags, lunch boxes, and other personal items in locker rooms or team areas only. Any items left in a hallway, foyer, gym entrance, locker room, etc. will be placed in lost & found.
5. No one is to go into school or to lockers after practices/games.
6. For liability reasons, students are not to be involved in activities in the gymnasium or anywhere on school property without staff supervision and athletic department approval.

## **B. Transportation**

1. Players will travel to and from away games in vehicles designated by the school so they may use this time to prepare mentally for the upcoming contest.
2. Parents (or other adults designated by a parent - in writing and kept on file at HCA) may transport their students, but only after proper arrangements have been made with the coach.
3. While riding a school vehicle and representing HCA, athletes are to act responsibly.
4. Riding in school vehicles is a privilege, not a right. Teams and coaches are responsible to keep vehicles clean during and after athletic use.
5. No food or drinks (except water) are allowed in HCA vehicles.
6. No cleats are to worn inside vehicles.
7. Students driving or riding with someone else are to conduct themselves in a way that is in line with God's principles and school policies. To drive to or ride to a practice or home game with another student, the student must bring written permission from his/her parents beforehand. This includes after school meals before home games. A written letter, signed by parents and submitted the the HCA Athletic Department, covering the whole season is acceptable.



### C. Guidelines for Parents

1. Every parent of an athlete is required to donate 4 hours of volunteer service per child per sport to our athletic program. This service can be performed in a variety of ways, such as gate and concession, field work, running scoreboards, and scorekeeping. It is up to the parents to make arrangements with the athletic department via the following means:
  - a. Contact the Athletic Director Coach Moore via e-mail at [athletics@hamptonchristianacademy.org](mailto:athletics@hamptonchristianacademy.org).
  - b. At each home game in the gym there will be sign up list both in concession stand and at the gate box. A \$75 fee will be charged if this obligation is not met.
2. Please be conscious of comments directed toward referees, coaches, players and the other teams. Let Ephesians 4:29 (NIV) be your guide: “Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.” This includes making noise during foul shots.
3. The Athletic Department requests that parents, friends, guests, etc. not come into the locker room areas, sit on the bench, or distract players during competition.
4. Please do not approach coaches before, during, or immediately following games to express frustrations. You may make an appointment with the coach/athletic director (if appropriate) to discuss the issue at a more convenient time for both.
5. Please be prompt in picking up athletes after practices and games.
6. Unless requested by the coaches, please refrain from coming onto the playing surfaces when injuries occur.
7. Please follow the Matthew 5 and Matthew 18 principles when problems arise. Deal with offenses and differences in the proper order to achieve reconciliation and restoration as quickly as possible. Discuss it first with the Lord, then with the person(s) directly involved, and then their immediate authority figure/supervisor.



#### **D. Awards/Varsity Letter/Pins**

Athletes must meet minimum standards of participation to receive a Varsity letter or a pin for the letter. Each coach will discuss these standards with team members prior to the beginning of each season. Qualifying athletes will receive an athletic letter at the completion of their first Varsity year in a particular sport. In subsequent years, bars will be given for completion of Varsity participation that meets the set requirements. Students not lettering will receive a certificate of participation, if eligible. The head coach has the right to take special circumstances into consideration when determining who will receive letters/pins. Extenuating circumstances such as injuries, value to team without having opportunity to play in full capacity, violations of codes and guidelines, etc., will be taken into account. Coaches, however, must provide documentation of these circumstances to the Athletic Director.

#### **Following are the general criteria for earning a letter/pin in Varsity sports:**

1. The athlete must have completed the entire season. Injuries may occur, but the athlete who remains committed and supportive of the team may receive a letter. Academic probation may disqualify an athlete from receiving a letter.
2. The athlete must attend all practices and games unless excused by the coach or Athletic Director.
3. All equipment/uniforms must be turned in before a Varsity letter/pin will be issued.
4. Athletes accumulating more than three detentions, having more than one unexcused absence, or receiving more than one ISS in a season may be disqualified from receiving a varsity letter.
5. Receiving any OSS during a sport season will disqualify an athlete from receiving a letter in that sport.
6. Ability, skill and the amount of playing time will not disqualify an athlete from receiving a Varsity letter/pin.



### **E. Athletic Awards Assembly**

Coaches are responsible for recognizing their players at an end of the season awards program. The Athletic Department will provide the awards mentioned below.

#### **The following awards may be given for each athletic team:**

1. **Growth in Skill Award** – given to the player who has purposed in his/her heart to accomplish God's best with his/her God-given skills.
2. **Coachable Award** – given to the player who has most closely followed the coach's instructions.
3. **Intensity Award** – given to the athlete who has shown the best and most consistent intensity in his/her performance, working unselfishly for the team.
4. **Warrior Award** – given to the outstanding athlete who has shown the best ability and accomplishment.
5. **Foremost in Faith Award** – given to the spiritual leader of the team who, by his/her actions, roused the spirit of the team and caused the players to see things from God's perspective.

### **F. Male and Female Athlete of the Year Awards**

These are athletes who set an example to teammates by using their abilities and skills to their utmost potential. These male and female student-athletes also demonstrate responsibility and commitment, not only to their studies and to their teachers, but also to their teammates and fellow students. Most recipients of this award will have participated in several seasons/sports. These awards may or may not be presented on a yearly basis.