

NORTHCREEK ACADEMY
SPORTS HANDBOOK



"I have fought the good fight, I have finished the race,
I have kept the faith."
2 Timothy 4:7

Table of Contents

I.	Introduction.....	3
II.	Mission Statement.....	4
III.	League Information.....	4
III.	Eligibility.....	4
IV.	Tryouts.....	5
V.	Cost/Refund Policy	5
VI.	Required Forms.....	5
VII.	Student Athlete Conduct.....	6
VIII.	Spectator Conduct.....	6
IX.	Coach/Parent Meetings	6
X.	Season Parent Volunteer	6
XI.	Athletic Director	7
XII.	Coaches	7
XIII.	Uniforms	7
XIV.	TeamSnap.....	8
XV.	Practice & Game Schedules.....	8
XI.	Directions to Games	8
XII.	Sports Awards Night.....	8
XIII.	Forms	9
	Appendix A - NorthCreek Academy Coach/Parent Contract.....	9
	Appendix B - NorthCreek Academy Athlete/Parent Contract.....	10
	Appendix C - NorthCreek Academy Athletic Activity Clearance	11

I. Introduction

Dear Parents and Students,

I am looking forward to an enjoyable year of after-school sports offered to our students. If your student plans to participate in any of the sports programs, please read this packet carefully to receive and understand important information you and your student will need.

While our goal is to produce successful teams, our highest priority is to **glorify God in all we do**. It is to that end that we strive.

1 Corinthians 10:31

“So whether you eat or drink or whatever you do, do it all for the glory of God.”

Thank you in advance for your participation in the sports program. Without your help and support, it would be impossible to continue offering after-school sports to our students.

Go Knights!

Sincerely,

Wendy Krauth, Athletic Director

Wkrauth@ncapschool.org



II. Mission Statement

The Purpose of the NorthCreek Academy Jr. High Sports Program is to:

- Enhance the athletic abilities of the students
- Develop a better understanding of sports
- Instill important life skills and values
- Demonstrate Christ-like attitudes on and off the field
All for the Glory of God Alone

III. League Information

NorthCreek Academy belongs to the Bay Area Christian Schools Athletic League (BACSAAL). There are four divisions, North, West, East, and South with a total of 21 private Christian schools. Our regular season is played in the East Division along with Kings Valley Christian, San Ramon Valley Christian, Tabernacle Christian and Walnut Creek Christian. Tournament Playoffs are played against all three or four divisions. For more information about the league, please visit their website at www.bacsal.org.

The purpose of the League is:

- a) To promote and foster the ideals of Christian Education through the medium of interscholastic sports among member Junior High Schools
- b) To cultivate and promote friendly and cordial relationships among member schools by means of an organized and supervised program of athletic activities
- c) To promote adherence to good sportsmanship, especially as set forth in Biblical principles
- d) To provide an opportunity for coaches and athletic officials of member schools to discuss ways and means of improving sports programs in their schools.

NorthCreek Academy participates in the league's Softball (Girls only), Flag Football (boys only), Cross Country, Basketball, Volleyball, and Soccer programs.

IV. Eligibility

In order to be eligible to play on a NorthCreek Academy sports team, the student must:

- be currently enrolled in the junior high program
- **be 14 years old or younger on September 1**
- maintain a "C-" or above in 7 core classes
- have all required forms (3) signed and turned into the office (see back 3 pages), **one form will count for the entire year**
- have paid the sports fee for each season

If a class grade in one of the 7 core academic classes falls below a “C-“after progress reports are posted:

- The student will be placed on probation until the grade is raised
- The student will not be able to attend practices or participate in games until grades are eligible. Uniform cannot be worn during this time for any reason.
- The student may attend games and sit on bench but transportation must be provided by the parent after school.
- Grade eligibility for students are checked every Monday and Wednesday only from RenWeb postings by the athletic director.
- The first probation period will be Monday through Wednesday until grades are checked again on Wednesday
- The second probation period will be Wednesday through Saturday until grades are checked again on Monday
- Students who bring up their grades by Wednesday’s posting may not participate in their sport until Thursday
- Students/Parents should be checking grades on RenWeb on a regular basis. Teachers will not give special privileges on late/missing assignments for students on academic probation

If a grade in one of the 7 core academic classes falls below a “C-“on a report card:

- During the season, the student will not be eligible to finish the season and will be removed from the team
- The student will not be eligible to try out for the next season and will not be able to play on the team
- The student will not be eligible for any other season until all grades are eligible
- The student will not be eligible for the Fall season if their last report card of the Spring showed below a C- in one of their 7 core classes. The student may try out for the second sport season if, at progress reports, all core classes are at or above a C-.

V. Tryouts

Tryouts will be held for each team if the number of eligible students interested exceeds the appropriate team size. The number of students on a team is determined by the coach of that team. It is the coach’s decision of who will or will not be on the team. The team will be announced by e-mail after the last tryout day.

VI. Cost/Refund Policy

Each sport costs **\$150** per student. This money covers any uniform replacement costs, equipment, field/court rental, and referee fees.

The fee is due before the first official game. Should the student begin to play on the team and then stop (due to injury or otherwise), no refund will be given.

A transportation fee of \$25 will be billed if a family is unable to transport students a minimum of 5 times in a season. (tryouts, playoffs and cross country meet are included)

VII. Required Forms

There are 5 forms your child will need to submit in order to play sports for NCA:

- Coach/Parent Contract Append
- Athlete/Parent Contract
- Athletic Activity Clearance
- Cardiac Arrest Information Sheet
- Concussion Information Sheet

- To participate on any of the school teams, you must have had a physical within the last year. The forms need to be signed and turned in at the beginning of **your first sport season**. The deadline for turning in these forms will be before your child attends tryouts.

VIII. Student Athlete Conduct

Players are expected to:

- play to the best of their ability
- attend all practices and games, and inform the coach whenever unable to meet these expectations
- follow the rules of the game
- demonstrate grace in winning and mercy in losing

Players that are sick or go home sick from school on a practice or game day are not allowed to attend practice or play in the game on that same day.

IX. Spectator Conduct

Parents/Spectators are obligated to:

- emphasize at all times ethical conduct, fair play, and the ideals of good sportsmanship
- stress the values of playing the game fairly
- be courteous and cordial to visiting teams; under no circumstance should a spectator approach a player or parent from the opposing team
- respect the integrity and judgments of sport officials; under no circumstances should a spectator approach an official before, during or after a game to criticize their performance
- achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility

X. Coach/Parent Meetings

The coach of each sport will hold one parent meeting at the first practice. Meetings are generally 15 minutes. The purpose of the meeting is to discuss TeamSnap and allow parents to volunteer for various positions. It also gives the coach a chance to discuss team issues or answer questions.

XI. Season Parent Volunteer

It is essential that we have each volunteer position filled to promote a smooth running schedule. Without your help, the sports program would not be able to continue. Please review the list below and consider committing to a position of service.

Team Gift Coordinator – responsible organizing and presenting coach's gift at the end of the season. (Presented to coach at last game of season)

Transportation Coordinator – (support role for Athletic Director) responsible for communicating the transportation schedule, ensuring all dates are covered on TeamSnap, and finds replacement driver if drivers cannot find one themselves.

Score Keeper – responsible for keeping score at all games. (All sports) will be trained and can job share.

Score Board/Clock – responsible for working the score board at all home games. (basketball and volleyball)

XII. Athletic Director

Expectations:

- Organize and schedule games/practices
- Oversee team transportation
- Oversee student eligibility and conduct
- Oversee coach's conduct
- Prepare facilities for games
- Supply teams with proper equipment

XIII. Coaches

Expectations:

- Be encouraging to students
- Be on time for practices/games
- Communicate all team matters with parents
- Communicate any problem with Athletic Director
- Create a clear understanding of team policies at beginning of season
- Be accessible before/after games for parents

XIV. Uniforms

In order to avoid the costly charges of the uniforms at the end of the season, it is important to heed the instructions on the tags of the uniforms when cleaning them. To avoid excessive wear and tear, it is imperative to wear the uniform as minimally as possible. Uniforms (all pieces) are to be worn on game days only, not on practice or any other days. Athletes must bring BOTH uniforms to all games (if given home & away uniforms).

Each piece of uniform will have an inventory number located on the hanger provided or the jersey itself. Players will be assigned a set of uniform apparel and will need to return the same items at the end of the season. **Uniforms must be returned by the assigned date on the inventory hanger** In the event that a uniform is turned in at season's end with damage to it, you will be charged a replacement cost, of \$50 per item. Late uniforms will be charged \$20.

Softball - 2 jerseys and 1 pair of shorts are provided (blue & white) Your child will need to provide their own socks, cleats, softball mitt, and possibly sliding shorts worn under the uniform shorts.

Flag Football – 2 jerseys and 1 pair of shorts are provided (blue & white) are provided. Additional items your child will need are socks, cleats, mouth-guard and optional football gloves.

Basketball – 2 jerseys and 2 pairs of shorts (blue & white), are provided. Your child will need basketball shoes.

Volleyball –2 jerseys and 1 pair of shorts are provided (blue & white) are provided. Your child will need knee pads and court shoes.

Soccer – 2 jerseys and 1 pair of shorts are provided. (blue and white) Your child will need socks, soccer cleats (not baseball with the toe cleat) and shin guards. **Students will not be allowed to play if they do not wear shin guards.**

XV. TeamSnap

TeamSnap is a website specifically for our sports teams. It will be the main mode of contact for parents and athletes. It will hold the team rosters, schedules, driver schedule, directions, schedule changes, pictures, etc. It is completely free. Please download the TeamSnap App and be sure to check daily during your child's sports season.

XVI. Practice & Game Schedules

Seasons

The regular season (8 weeks) and tournament season (1 week) are as follows:

- Girls Softball & Boys Flag Football: August 27 – October 27
- Girls and Boys Basketball: October 30 – January 19
- Girls Volleyball and Boys Soccer: January 22 – March 16
- Girls Soccer and Boys Volleyball: March 19 – May 18

Practice

Practice for each team is held three days a week before games begin, and once a week after games begin. Practice is held during PE through after school and will be approximately 1.5 hours. Specific days of the week are dependent upon the game schedule.

Games

The 8-10 regular season games are typically scheduled on Tuesdays and Thursdays. If a make-up game is necessary, the game may be held on any available weekday.

Complete schedules are be posted on TeamSnap as the information becomes available. There may be last-minute schedule changes made, please try to check TeamSnap before each game.

Transportation

Parents are requested to sign up to drive where possible. Parents are responsible to pick up their own child or arrange a ride home after all practices and games.

XI. Directions to Games

Directions are provided on TeamSnap,, and printed out per request.

XII. Sports Awards Banquet

A Sports Awards Banquet is held at the conclusion of sport seasons, one in winter and one in spring. It is a night of recognition of outstanding athletes by the coaches of each sport. It is also an opportunity for athletes to reflect on and celebrate growth experienced throughout the year. All athletes and their families are invited to attend. The year- end Athlete of the Year Award is presented to a qualified candidate at 8th grade graduation.

XIII. Forms

Appendix A - NorthCreek Academy Coach/Parent Contract

Both parenting and coaching are difficult vocations. By establishing an understanding between coaches/parents, both are able to accept the actions of the other, benefiting all involved. Parents should be able to know and understand the expectations placed on them and their children. Coaches need to know that if parents have concerns, they will discuss it with the coach at the appropriate time/place.

The coach will make decisions based on what they believe is in the best interest of all students participating. Certain concerns should be discussed with your student's coach, while others need to be left to the discretion of the coach. Major concerns should be addressed to the Athletic Director. Below are some examples of the communication discussed:

Communication parents can expect from the coach:

- What is expected of your son/daughter
- Locations/times of practices/games
- Team requirements (i.e. school and team rules, special equipment needs)

Communication coaches can expect from parents:

- Concerns with mental/physical needs of student
- Concerns of unsportsmanlike conduct from opposing teams
- How to help bolster coach's instruction in student's routine
- Concerns about student's behavior
- Notification of any schedule conflicts in advance, late arrival as well as missed practices/games
- Choose an appropriate time and place to discuss issues.

Issues **NOT** appropriate for discussion with the coach:

- How much playing time your student is getting
- Team strategy
- Play-calling
- Any situation that deals with other student-athletes

If a parent has an appropriate concern to discuss with the coach, the following procedure should be followed:

- **FIRST** Speak to coach before/after practice in appropriate manner
- **THEN** Speak with Athletic Director regarding the concern if issue remains unresolved.

Please understand that our goal as an institution and individuals, is to glorify Christ in all that we do and say (1 Corinthians 10:31). We hope that any issue concerning our sports program will be handled according to God's Word.

By signing below, I am acknowledging that I have read the above, and understand the expectations.

 Parent's Signature

 Date

Appendix B - NorthCreek Academy Athlete/Parent Contract

Please read carefully. Both the parent and the athlete must sign this form. Return this form to the Jr. High office.

I, _____ (student's name), have read and understand the Coach/Parent Contract as well as the requirements of my participation on the team at NorthCreek Academy. I will maintain an average of a "C-" (or higher) in all of my classes.

I know that my time commitment will be one to three days per week for practice, and two days a week for games during the season. In the event any classroom work is missed due to a game, I understand that it will be made up at the teacher's discretion and I am responsible for all assignments to be turned in on time.

Failure to meet these requirements could result in the player's dismissal from the team.

I, _____ (parent's name), have read and understand the Coach/Parent Contract as well as the obligations of my participation as a spectator and volunteer of NorthCreek Athletics.

Athlete signature

Date

Parent signature

Date

Appendix C - NorthCreek Academy Athletic Activity Clearance

Please **read carefully, initial each bullet point, sign at the bottom of the form**, and turn it in to the Jr. High office.

Accident Insurance requirement: California Education Code Section 32221 requires that all students participating in competitive athletic activities have insurance that covers at least \$1,500 in medical and hospital expenses in the event of an accident.

- I acknowledge that NorthCreek Academy does NOT provide accident, health, accidental death, or dental insurance.
- I understand that it is my obligation to provide such insurance before my son/daughter will be allowed to participate in any practice or contest.
- I realize I am responsible for any insurance issues that may ensue.
- My child has had a physical within the last year and no health limitation were identified which would affect his/her ability to play a school sport.
- Date of last physical
- I understand emergency medical attention may be administrated by an authorized person(s) in the event of an emergency.
- I confirm that the information provided on the Emergency Information form at the beginning of this school year is complete and accurate.

I have read and agree to all of the above. I give my child, _____ permission to participate in NorthCreek Academy's after-school sports program.

(Parent/Guardian Signature)

(Date)



CIF Concussion Information Sheet



School: _____

You are receiving this information sheet about concussions because of California state law AB 25 (effective January 1, 2012), now Education Code § 49475:

1. *The law requires a student-athlete who may have a concussion during a practice or game to be removed from the activity for the remainder of the day.*
2. *Any student-athlete removed for this reason must receive a written note from a medical doctor trained in the management of concussion before returning to practice.*
3. *Before a student-athlete can start the season and begin practice in a sport, a concussion information sheet must be signed and returned to the school by the student-athlete and the parent or guardian.*

Every 2 years all coaches are required to receive training about concussions (AB 1451), as well as certification in First Aid training, CPR, and AEDs (life-saving electrical devices that can be used during CPR).

For current and up-to-date information on concussions you can visit:
<http://www.cdc.gov/concussion/HeadsUp/youth.html>

I acknowledge that I have received and read the CIF Concussion Information Sheet.

Student-Athlete Name
Printed

Student-Athlete
Signature

Date

Parent or Legal Guardian Name
Printed

Parent or Legal Guardian
Signature

Date

Keep Their Heart in the Game

Recognize the Warning Signs & Risk Factors of Sudden Cardiac Arrest (SCA)

Tell Your Coach and Consult Your Doctor if These Conditions are Present in Your Student-Athlete

Potential Indicators That SCA May Occur

- Fainting or seizure, especially during or right after exercise
- Fainting repeatedly or with excitement or startle
- Excessive shortness of breath during exercise
- Racing or fluttering heart palpitations or irregular heartbeat
- Repeated dizziness or lightheadedness
- Chest pain or discomfort with exercise
- Excessive, unexpected fatigue during or after exercise

Factors That Increase the Risk of SCA

- Family history of known heart abnormalities or sudden death before age 50
- Specific family history of Long QT Syndrome, Brugada Syndrome, Hypertrophic Cardiomyopathy, or Arrhythmogenic Right Ventricular Dysplasia (ARVD)
- Family members with unexplained fainting, seizures, drowning or near drowning or car accidents
- Known structural heart abnormality, repaired or unrepaired
- Use of drugs, such as cocaine, inhalants, "recreational" drugs, excessive energy drinks or performance-enhancing supplements

What is CIF doing to help protect student-athletes?

CIF amended its bylaws to include language that adds SCA training to coach certification and practice and game protocol that empowers coaches to remove from play a student-athlete who exhibits fainting—the number one warning sign of a potential heart condition. A student-athlete who has been removed from play after displaying signs or symptoms associated with SCA may not return to play until he or she is evaluated and cleared by a licensed health care provider. Parents, guardians and caregivers are urged to dialogue with student-athletes about their heart health and everyone associated with high school sports should be familiar with the cardiac chain of survival so they are prepared in the event of a cardiac emergency.

I have reviewed and understand the symptoms and warning signs of SCA and the new CIF protocol to incorporate SCA prevention strategies into my student's sports program.

STUDENT-ATHLETE SIGNATURE

PRINT STUDENT-ATHLETE'S NAME

DATE

PARENT/GUARDIAN SIGNATURE

PRINT PARENT/GUARDIAN'S NAME

DATE

For more information about Sudden Cardiac Arrest visit

California Interscholastic Federation
<http://www.cifstate.org>

Eric Paredes Save A Life Foundation
<http://www.epsavealife.org>

National Federation of High Schools
(20-minute training video)
<https://nfhslearn.com/courses/61032>



Appendix D – Sudden Cardiac Arrest Information Sheet

Please **read carefully, initial each bullet point**, and turn it in to the Jr. High office.

___ I acknowledge that I have read and understand the information provided in the Sudden Cardiac Arrest Information Sheet.

___ I acknowledge that I have signed the Sudden Cardiac Information sheet and turned it into the Junior High office.

Appendix E – CIF Concussion Information Sheet

Please **read carefully, initial each bullet point, sign at the bottom of the form**, and turn it in to the Jr. High office.

___ I acknowledge that I have read and understand the information provided in the Concussion Information Sheet.

___ I acknowledge that I have signed the Concussion Information sheet and turned it into the Junior High office.