

Coaches Handbook

Wesleyan Christian Academy



ATHLETICS

1917 N. Centennial Street
High Point NC 27262
336-884-3333
<http://www.wesed.org>

“No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it...”

Hebrews 12:11

Table of Contents

Athletic Mission Statement.....	3
Athletic Vision.....	5
Team Commitment.....	7
Coaches.....	8
Expectations and Responsibilities for All Coaches:.....	8
NCISAA Policies.....	9
Attendance.....	10
Behavior.....	11
Observance of the Lord’s Day.....	12
Competition/Playing Time.....	12
Team/Player Selection.....	12
‘Team Captains’.....	13
Player Movement.....	13
Full Participation Program.....	13
Quitting a Team/Squad.....	14
Uniforms/School property.....	15
Finances.....	15
Fundraising.....	15
Team Camps.....	16
Academic Eligibility.....	16
NCISAA Eligibility Policies.....	16
Technical Fouls/Cautions/Ejections/Disqualifications.....	16
Required Forms/Physicals/ Participation Fee.....	17
Athletic Injuries and Illnesses.....	17
Heat Acclimatization Policy.....	18
NCISAA Fall Sport Heat Acclimatization Policy.....	18
Lightning Policy.....	19
Transportation.....	20
Bus /Transportation Safety Requirements.....	20
Student-Athletes Driving to Away Games.....	21
Overnight Trips and Transportation.....	21
Dress Policy for Athletic Events.....	21

Team Awards.....	22
Game Schedules.....	22
Parent Orientation Meeting Outline.....	22
Coaches' Reminders.....	23
Portrait of a WCA Coach.....	25
Example Inventory Sheet.....	27

Athletic Mission Statement

Wesleyan Christian Academy's mission statement is "to partner with families by providing a biblically-based, college-preparatory education so that students will be equipped to serve Christ and influence the world." Wesleyan Christian Academy's Athletic Department exists to help support the school's overall mission. We seek to accomplish this by prioritizing the heart (soul), followed by the mind, and lastly the body or physical skill.

HEART- Timothy tells us that physical training is good, but training for Godliness is much better. (1 Tim 4:8). Our Athletes learn to arm themselves with the full armor of God (Ephesians 6), to carry their cross DAILY (Luke 9:23), and to first watch out for the good of their teammates (Phil. 2:4)

MIND- No discipline is enjoyable while it is happening, it's painful, but afterwards it produces PEACE and JOY (HEB. 12:11) The Bible tells us to TRAIN ourselves to be Godly (1 Tim 4:7) We need to train our mind to focus on Christ just like an athlete trains their body (1 Cor. 9) We teach our athletes how to train and how to practice, and they will use these same techniques when training their minds to serve Christ in all they do.

BODY- We train our athletes to compete to win (1 Cor. 9) In whatever we do to work at it with ALL of our heart, as if working for the Lord and not just our coach (Col. 3:23). When our HEARTS our MINDS and our BODIES are disciplined, only then can we achieve Godly excellence in athletics and in our walk with Christ.

By prioritizing the heart, we are not just integrating Christ into athletics, but *defining the very reason we compete*. With this disciplined mindset, our athletes are being trained to influence the world through the avenue of athletics.

Athletic Vision

In accordance with our mission statement, WCA will engage its entire community in the following ways to achieve its purpose in all existing and future athletic programs and facilities.

Athletes

The goals for the student athlete should be built upon a biblical foundation and include reaching the highest level of individual and team performance while maintaining a primary focus on academics. Athletes are expected to exercise their God-given talents to the best of their abilities, in both practice and play, to bring glory to the Creator. Specifically, the desire is for athletes to develop and display Christ-like qualities such as godliness, obedience, humility, servant leadership, perseverance and self-control, while on and off the field, for the purpose of advancing the gospel.

Coaches

At all times, coaches are to represent Christ, themselves, and the school in a God honoring manner and to train their athletes to do the same. Coaches should be praying with and for their student-athletes often. Coaches for Wesleyan Christian Academy must have a credible profession of faith in Jesus Christ and a view of athletics that is consistent with the mission of the program. The athletic program will be staffed with personnel who are gifted in their field and can skillfully prepare the students to compete at their highest level of play. Furthermore, coaches should, within the context of a mentoring relationship, teach their athletes to apply biblical principles in the competitive environment.

Staff (Athletic Director)

The Athletic Director(s) ensures that the athletic program maintains the proper biblical perspective and serves its intended role as an extra-curricular equips students for the overall mission of the school, which is to serve Christ and influence the world. The Athletic Director oversees the development and implementation of the athletic program in accordance with the vision and long-range plans set forth by the leadership of the school. He must articulate and promote the mission of the program as he serves as an ambassador of the school within the conference and community. The Athletic Director is accountable for hiring and developing the coaching staff, organize scheduling, and operational tasks that create a strong, competitive program consistent with the school's standard of excellence. Additionally, he manages the resources available for use by the athletic department, including budgeted funds, donations and Booster Club contributions, using principles of biblical stewardship.

Wesleyan Christian Academy Community

Wesleyan Christian Academy seeks to apply the benefits and responsibilities of the athletic program to the entire Wesleyan community. The competitive environment is seen as an opportunity for growth in Christian character, both individually and corporately, as teams experience testing and adversity, as well as triumph. As families and fans support the program through attendance at athletic events, they are expected to display, in action and in speech, attitudes that are gracious, hospitable and honoring to the Lord, making the most of every opportunity to proclaim the gospel of Jesus Christ. Staff, students and

families are encouraged to come together in support of athletics in order to promote a sense of school-wide unity and spirit.

Facilities

Wesleyan Christian Academy desires to build and maintain, within its means, facilities to support its athletic program. The infrastructure of the athletic program must reflect good stewardship practices and be in line with the school's mission of affordability and excellence. In each sport offered, the school will provide, through use of its own facilities or utilization of community venues, space for play that meets the state specifications, including safety standards, for that event. In addition, Wesleyan must ensure that teams have adequate areas and times for practices, as well as spectator seating and parking when hosting an event.

Athletic Programs

WCA believes that all students in grades 6th-12th should be given an opportunity to join an athletic team. Team selections will be conducted in a fair and godly manner. Players will be chosen based on attitude, grades, athletic ability, game skills and potential. Wesleyan will consider expanding its program to include all levels of teams and sports offered by schools within its state association. The addition of any team to our program will be based upon the following criteria:

- Mission appropriateness – As with all extra-curricular activities, team goals and behaviors must uphold the mission of WCA.
- Interest – Students must demonstrate an eagerness to participate as assessed by the Athletic Director.
- Size of student population – Numbers, as determined by the Head of School and Athletic Director, must support the sustainability of the sport without negative impact on existing programs.
- Resource availability – Resources, including staff, funding and facilities, must be available as assessed by the Board of Directors, Head of School, and Athletic Director.
- Existing programs will be reviewed periodically to evaluate their conformance with the above criteria.

Athletic Program Policies

Expectations

Athletics--General

Student athletes will be expected to train conscientiously, practice diligently, and play every game to the best of their ability in an effort to meet the team's competitive goals. Athletes will be quick to encourage and build up their teammates.

All Wesleyan student athletes commit to:

- Teamwork as an essential to being a good teammate.
- Being leaders in living Christ-like lives on and off the field.
- An **entire** season if selected to play on a WCA team. This includes all practices and games. Missing a game/practice for vacations (e.g. family trips, extended weekends) is not acceptable.
- Abide by the rules and regulations of the game.
- Pray for the team and coaches on a regular basis.

Team Commitment

WCA recognizes that it could be difficult for some athletes to participate in two team sports (e.g. WCA/Club) in the same season. Therefore, should an athlete commit to play on two teams it will be necessary for the WCA coach, student, parents and Athletic Director to meet and agree to team commitment terms. It is expected that the WCA team will take priority if there is a conflict.

Athletes agree to:

- Give the coach his/her undivided attention and respond immediately.
- Work diligently to improve personally and contribute to improving the team.
- Be serious and exercise proper self-control.
- Listen to and receive correction and instruction from coaches.

Athletes, coaches, parents, and spectators agree to:

- **NOT USE PROFANITY IN ANY FASHION OR AT ANY TIME**
- Be an encouragement to WCA teams, players, coaches, and officials.
- Not boo, yell, or criticize the officials. The officials' decisions may only be questioned by coaches who will do so in an appropriate manner.
- Respect all opponents and treat them as we would have them treat us. • Consider every visitor, opponent, or official as a partner in Christ or potential partner in Him.
- In victory, be gracious to the loser and not boastful. In loss, do not demean the achievement of the opponent nor criticize the coaches or officials.

Coaches

Expectations and Responsibilities for All Coaches:

- All WCA coaches must remember that they are representing God, themselves, their teams, the athletic department, and the school, at all times. A coach's words and actions are closely watched by students, parents, alumni, faculty, and the community at large, and they will reflect either positively or negatively on the program. Coaches must refrain from the use of profanity and insist that the athletes do likewise.
- Coaches are responsible for the conduct and the care of the team from the beginning to the end of the game or away trip. This includes the job of making sure that bench areas, **dressing rooms** and team vehicles are left in good condition.
- Practices will be set by individual coaches and should be communicated to the Athletic office and Athletic Trainer. The Athletic Facility Coordinator will create a separate practice schedule for basketball season for purposes of sharing the facilities.
- Weekend practices may only be conducted when students and their families receive prior notification, and when facilities and a trainer are available.
- No practice will start or continue in the absence of a coach.
- No shaming of any kind should ever take place from a coach to a player.
- Coaches are responsible for supervising athletes prior, during, and after practices and games. Coaches should not leave the facility before assuring all athletes have departed campus. Coaches should check locker rooms, parking lots, and other areas before departing.
- Coaches should create and maintain a contact list for their team roster. Please communicate approximately once per week for general matters and more frequently for urgent matters such as changes in practice or game schedules.
- Head coaches must seek and maintain CPR/AED and first aid certification. Courses will be offered annually, typically at the beginning of the school year.
- Coaches must determine their award winners and communicate them with the Athletic Department before the end of season.
- See "Coach's Checklist" for other general coaching duties.
- Coaches must hold a pre-season parent meeting (see Parent Orientation Meeting Outline) and select a Team Parent before the season begins (one suggestion is to require your captains' parent(s) to serve as team parents).
- Coaches may not host overnight events in their home without prior approval from the Athletic Director.
- Coaches must go through all inventory and gear and make any gear, equipment, or uniform request WELL BEFORE the start of the season.
- All coaches must be approved by the Wesleyan Human resources department before being allowed to coach which will include the background check. This includes any volunteer coaches. Paid coaches must have all paperwork turned in to be cleared to coach.

Expectations and Responsibilities of Varsity Head Coaches:

- **Must be believers in Christ.**
- Serve as a coordinator for your sport at all levels by consulting with the AD on matters pertaining to:
 - o Interviewing coaches in their respective sport
 - o Professional development of coaching staff
 - o Travel and trip arrangements and itineraries
- Provide the Athletic Office with rosters, itineraries, inventories, uniform and equipment requests, award recipients, and other information in a timely manner.
- Report scores accurately and regularly (win or lose) to Sports Information class led by Mr. Queen and to Michael Lindsey at the High Point Enterprise sportsroom@hpenews.com and the sports department at the Winston Salem Journal and the News and Record
- Develop and maintain positive parental support of your sport. Keep them informed of your practice, travel, and summer schedules if appropriate. Weekly email communication is required while in season.
- Promote your sport through positive public relations within the school and community. (local media, athletic dept)
- Maintain team and individual statistics.
- Communicate with colleges as needed or requested regarding athletes.

NCISAA Policies

All Varsity, JV, and MS teams/coaches are expected to follow NCISAA policies unless specifically noted otherwise.

Recruiting

Member schools shall not actively recruit athletes to play sports at their schools. In order to enforce this rule, the following principles will be applied:

Coaches, teachers, administrators, other school employees or persons known to be associated with the school's athletic booster club, may not initiate contact with a student to encourage him or her to attend the school for the purpose of athletic participation unless that person has already contacted the school's admission office requesting information about enrollment. Once a student has made the initial contact with the admission office, coaches or other representatives of the school may approach the student about athletics. This rule should not be interpreted as a restriction of the school's usual student recruitment program, i.e., the use of newspaper advertisements, direct mail campaigns, open houses, etc.

Practice Guidelines from NCISAA

These guidelines apply to athletes and coaches of Varsity and JV teams.

2.3. Out of Season Activities

Out of season activities are allowed, but are subject to the following:

2.3.1. Dead Periods:

2.3.1.1. Only apply to sports not in season.

2.3.1.2. Out of Season activities are not allowed during the following periods:

2.3.1.2.1. Monday of August 1 - August 31

2.3.1.2.2. October 14 - November 30

2.3.1.2.3. February 10 - March 17

- 2.3.1.2.4. May 5 - May 20
- 2.3.2. All activities must be voluntary and open to all students with a current and valid physical examination.
- 2.3.3. At no time may a coach require off-season activities as a measure of continued participation on a team.
- 2.3.4. Any coach who promotes the idea that taking part in off-season activities is required is out of compliance with the intent and purpose of this rule.
- 2.3.5. Activities are not restricted in the number of participants on a daily basis.
- 2.3.6. There is no restriction on the number of coaches who may work with the athletes.
- 2.3.7. Activities are open only to students enrolled at that school.
- 2.3.8. On a given day, an athlete is limited to 1.5 hours of activities during the academic school year calendar, inclusive of all weekends, holidays, work days, etc. activities are not to exceed 1.5 hours in duration including flex time (stretching), meetings, video review and breaks.
- 2.3.9. Activities in football is only permitted March - May.
- 2.3.10. Facilities may be used for out-of-season activities on a strictly voluntary basis, open to all students and required of none.
- 2.3.11. For safety purposes, school administrators or other school personnel should be present as supervisors during any activity's session.
 - 2.3.11.1. Any individual who coaches at a NCISAA member school, head or assistant, paid or non-paid, faculty or non-faculty, parent volunteer, etc., must abide by the activities, out-of-season rules.
 - 2.3.11.2. **Clarification:** AAU, club, travel, and/or specialty coaches that charge a fee for services are not subject to the NCISAA Out of Season Policy.
 - 2.3.11.2.1 **Example:** You are the volleyball coach at NCISAA school X. Under the new Out of Season Policy, you cannot have access to student-athletes at NCISAA school X during dead periods. You are also a paid volleyball coach at Club Spike. While fulfilling the role as a paid coach for your club team, you are not under the authority of the NCISAA Out of Season Policy. Therefore, you can coach any student-athlete at any time, from any school, provided that the student athlete pays to be part of the outside team and/or receive instruction.

2.4. **Open Gyms/Open Fields**

2.4.1. During any season, informal pick-up games with a school representative present - in any sport - are permitted.

2.4.2. During dead periods, a coach may not play and may not give verbal or physical instruction of any kind in the open gym or open field arena.

2.5. **Summer Practice**

2.5.1. Summer will be defined as the season beginning on the Monday after the last spring tournament and ending on the Monday of the week containing August 1st.

2.5.2. During the summer, coaches are permitted to work with individuals or an entire team as long as:

2.5.2.1. This is not a requirement of participation on that team

2.5.2.2. Attendance is voluntary and open.

2.5.3. **Ethical Statement-** Any coach who promotes the idea that participating in summer practice is required is out of compliance with the intent, spirit, and purpose of these rules.

Attendance

- Athletes agree to attend every practice session and game unless excused by the coach. MS athletes can expect to meet 4 times per week, including games and practices. HS athletes can expect to meet 5 times per week.
- Recognize that unexcused absences from games and/or practices may result in disciplinary action, and recurrences may lead to dismissal from the team.
- Be dressed and ready for practice on time. Tardiness may result in disciplinary action at the discretion of the coaches.
- Academic responsibilities take priority over extra-curricular activities.

High School Attendance Policy:

- Academic responsibilities take priority over co-curricular activities.
- Therefore, students are expected to attend every designated period during the school day (with the exception of WCA-related activities, such as school trips). Athletics will abide by attendance decisions made by the high school administration. Any changes to the high school policy that are implemented during the school year will supersede the policies outlined below.
- If a student is absent from only half of a day, he/she may participate in co-curricular activities
- A student may participate in same day co-curriculars due to an absence for the following reasons and only IF the Pre-Planned Absence process has been followed and turned in to the Assistant Principal prior to the scheduled absence: a college visit; a DMV or a Passport appointment.
- If a student is absent from more than half of the day (including being late one-third of the period), he/she may not participate in any co-curricular activities for that day, including practices, games, fine arts performances, etc.
- Failure to sign-in for study hall will constitute an absence.
- Doctor appointments are permitted on the day of a co-curricular activity, but students are expected to be in school except for the length of the appointment and reasonable travel time and a note from the doctor's office is required (no exceptions) to participate. Students serving an ISS or OSS may not participate in, nor may they attend, any same day co-curricular activities.

Middle School Policy:

Students must arrive at school before 11:30 a.m. each day to be considered eligible to participate in co-curricular activities.

Behavior

Athletes are expected to abide by all standards that are outlined in the WCA Student Handbook and sign the WCA Athlete Code of Conduct. Violations of the standards may result in dismissal from the team.

Athletes' language should be free from improper or questionable speech, including cursing, negative or hurtful comments, and taunts.

As representatives of Christ and WCA, athletes should not engage in fighting, hazing, bullying, or other improper activities. (either on or off campus)

A student who is serving an in-school suspension may be prohibited from participating in practices or games for the duration of the suspension.

ALL MUSIC MUST BE CHRISTIAN AND A REPRESENTATION OF CHRIST AND WCA. *** (This includes during workouts, practices, games, and walk up music in all locations of WCA) *** The Athletic Department will provide for all contests.

Observance of the Lord's Day

Players are encouraged to attend church, rest, and be with their families on the Lord's Day.

Competition/Playing Time

Varsity/JV

Coaches will use their best judgment in utilizing players to compete at the highest-level during games. Some players will start; some will be subs; and some may not receive much playing time. It is important to note that playing time does not reflect negatively on the character of any student athlete. All players contribute to the team even if it is only during practice when they make their major contribution to the team.

Middle School

The emphasis is on skill development at this level. Coaches will make every effort to allow game opportunities for all athletes. However, equal playing time for all participants is not guaranteed.

Team/Player Selection

- All teams shall have a published tryout period to be determined by the head coach and athletic director. Tryouts will be held over a minimum of three days.
- Players will be selected based on attitude, grades, athletic ability, game skills, and potential.
- The head coach will communicate the final team roster in a method approved by the Athletic Director.
- After the final roster is determined, the rosters will be posted online.
- Roster caps will be observed as outlined in the "Full Participation Program" section.
- Players in the Middle School are not permitted to play on the JV or Varsity teams. There may be rare exceptions to this policy at the discretion of the Athletic Director pertaining to the viability of a program or team. Before this occurs, there needs to be a preliminary discussion with the Athletic Director and Middle School principal before speaking with parents.
- After a final roster is submitted to the Athletic office, no player may be added

without the approval of the Athletic Director

- No player may be listed on both the JV and Varsity roster in the same sport.
- An athlete who wishes to participate in two separate sports in the same season must have the approval of the parents, head coaches of both teams and the Athletic Director. The Athletic Director will make the final decision for any student to participate in multiple sports/fine arts in one season, regardless of the level of the team (Middle School, JV or Varsity.)
 - o A Head Coach should initiate the conversation with the Athletic Director and continue the conversation by organizing a meeting with both head coaches involved, player and parent, and Athletic Director. Every effort will be made to have an in-person meeting with all four parties in the room.
 - o One team (the team sport) will be identified as the primary sport for the season.
 - o Athletes may not miss practice or games of the primary sport to participate in the secondary sport.
 - o Head coach of the primary sport must provide written communication of expectations to the parents and include AD in the communication.

‘Team Captains’

Qualifications of a captain are listed below. If a coach deems that they do not have an athlete who can fill the role of a captain, then a captain does not have to be appointed. There will be a maximum number of 3 captains. A senior is not automatically appointed as a captain. A player may be eligible to be a varsity captain after his freshman year. a student seeking to be a captain must consistently demonstrate the following attributes.

- Devoted to the athletic program and teams they on which they participate.
- Display leadership in the classroom.
- Display spiritual leadership consistently in all areas of school life.
- Maintains an outstanding, **godly** reputation in all areas of life at school or outside of school. Team captains are responsible for delegating team tasks such as: laundry, setup, teardown, game day balls, etc.
- Attends consistently all off-season and in-season activities. Exceptions to this may be granted by the coach.

Player Movement

On occasion, players may need to move between JV and Varsity teams. Coaches must consult with the Athletic Director prior to any player movement. If a player is asked to play for both JV and Varsity, the athlete will not be permitted to play no more than half of JV and no more than half of Varsity.

Full Participation Program

Athletics is an important element in the education of young people, and the athletic programs at Wesleyan are an integral part of our educational process. Properly conceived, directed, and coached, interscholastic athletics provides experiences and lessons one cannot duplicate in the classroom. Participation in athletics promotes a positive self-image, development of physical, mental, and social skills, understanding of

team cooperation, and a sharing of personal experiences.

Wesleyan believes that the opportunity to join an athletic team should be afforded to all students in grades 6-12. Each season, at least one sport for boys and one sport for girls will not have a roster cap.

In selected sports where space and participation opportunities are limiting factors, roster caps will be in place to limit these team rosters to realistic numbers. To maintain a competitive squad, teams may have fewer, but no more than, the number cited below without approval of the athletic department.

Team - Varsity JV MS MS-B

Baseball - 18 16 16
Girls Basketball - 12 12 12
Boys Basketball - 12 12 12 12
Cheerleading – 16
Cross Country - no cut, no cut
Boys and Girls Golf 15, 15
Soccer - (boys and girls) 26 18 18 18
Softball - 18 16
Swimming - no cut, no cut
Tennis - (boys and girls) 16, 16
Track and Field - no cut
Volleyball - 14 14 14 14

Quitting a Team/Squad

- No athlete is permitted to quit a team or squad once he/she has been selected without a parent conference with the coach and AD. Once a team is selected, the coaches plan their seasons based on complete teams. All coaches expect each athlete selected to play the entire season.
- A player is permitted to drop off a team if a serious injury dictates or if it is in the best interest of his/her academic success. No athlete who quits will be allowed to rejoin the team that season.
- Athletes who quit without the consent of the coach and Athletic Director will not be eligible to play a sport in the following athletic season (For spring athletes this will carry over to the fall of the following school year). The athlete also forfeits all

- awards and/or letters for that sport.
- An athlete who quits a team may not participate in any activities related to an out-of-season sport. (e.g. open gyms)
- An athlete who becomes ineligible for academic reasons will not be viewed as quitting the team. See – Academic Eligibility

Uniforms/School property

School property, facilities and equipment belong first to the Lord, and He has provided them to WCA. Good stewardship is required regarding the care of all facilities. Facilities and equipment are to be used only with permission and/or supervision of the WCA Athletic Department, coaches or staff.

Please adhere to the following policies regarding student athlete uniforms:

- Athletes will be assigned a specific uniform that they are responsible for during the course of the season. This uniform is numbered and athletes are expected to return the exact uniform that they are assigned.
- Athletes are not to exchange or borrow another teammate's uniform without permission from their coach.
- Uniforms are to be returned in the same condition they are received excluding normal wear and tear. Do NOT remove tags from uniforms! **Please wash uniforms before returning at the end of the season!**
- Laundry instructions – Turn the garment inside out and wash in cold water with like colors. Hang to dry (WCA preference). If using the dryer, please use low heat. DO NOT USE BLEACH OR BLEACHING AGENTS.
- Uniforms should only be worn during games or matches. They may not be worn for P.E., practice, everyday wear, etc. Uniforms should not be loaned to other students for use at pep rallies, spirit games, etc.
- A replacement cost will be assessed to the athlete who has lost or damaged a uniform. This cost could be very high due to only ordering one item as opposed to bulk pricing.
- **Uniforms must be turned in at the end of the season in a timely fashion according to the coach's instructions. Failure to do so could result in report cards or progress reports being held.**
- Retired uniforms may not be sold or given to athletes until the new set has arrived and been worn for one season.
- Contact Assistant AD to set up a time to access the uniforms and inventory sheet for uniform distribution. *** *(Inventory sheet will be attached at the end of this document)* ***
- Collect all uniforms at the end of the season before contacting the athletic department to return the uniforms to inventory. Athletes are not permitted to return uniforms directly to the athletic department or school offices.
- Head coaches will not receive final season stipend payments until all uniforms are returned and inventoried.

Finances

Fundraising

Individual teams may not hold fundraising events, sales, etc. without prior approval from the Athletic Director. Families or individuals wishing to donate to a specific team or program should contact the WCA Development Office.

Team Camps

Team camps are a great way for Wesleyan Coaches to make extra money through the summer months. 10% of camp revenue with a cap of \$500 will go to the school and the remaining amount (-expenses) will go to the coach.

Teams (including coaching staff) will be required to participate in at least 1 Wesleyan community project.

Coaches that would like to rent out the facilities are allowed to do so at any time that is available for the location requested. There is a set rental price for each location but, all WCA coaches will be charged half of that set rate. The only time a WCA coach will be charged is in the event that they are making a profit and utilizing the facilities for anyone other than WCA students/faculty.

Academic Eligibility

A WCA student athlete must be a full-time student enrolled at WCA for the semester in which they wish to participate on a WCA team. To remain eligible to participate on an athletic team, high school athletes must have no grades below 60 on their prior quarter official report card. Middle school athletes must have no grades below 60 and no more than two grades below a 70 on their prior quarter report card (high school athletes are to check with Principal Kohns).

Principal will contact the student-athlete and his/her parents, regarding ineligibility. The coach of the team will be notified by the Athletic Director regarding eligibility issues during a sports season. Principals may adjust ineligibility guidelines based on students progress and work ethic.

The student athlete who has been removed from athletic competition may be reinstated if the student's grades are brought to eligibility standards after 3 weeks of ineligibility. The Athletic Director will communicate with the coach about grades at the quarter as well as at the end of 3 weeks. Student-athletes who have been removed from a team and anticipate improving their grade standing should continue to practice with the team so if reinstated, their skills will not have diminished during the ineligible period.

NCISAA Eligibility Policies

Wesleyan Christian Academy adheres to all NCISAA eligibility policies. See ncisaa.org for details.

Technical Fouls/Cautions/Ejections/Disqualifications

- Any athlete receiving a conduct technical foul in basketball, or a caution (yellow card) in soccer, volleyball, lacrosse or field hockey, will be removed from that game/match and will remain out of that game for any length of time deemed necessary by the head coach. Not to be shorter than 1 minute.
- Any athlete excluded from a contest by an official will be suspended from the following contest.
- Any athlete who is suspended from two games for cautions or ejections will be removed from the team for the remainder of the season.
- Per NCISAA rule, ejections and disqualifications are handled in the same manner with the following exceptions:
 - 5 fouls – Basketball
 - 5 minutes in the penalty box – Lacrosse
 - Green Card – Field Hockey
- Any coach who is ejected from a contest may be assessed a minimum fine of \$250.00 and may not attend the next scheduled contest. **Payment of the fine will be the responsibility of the individual coach.** Further ejections will result in additional fines and penalties. Details are available at ncisaa.org.

Required Forms/Physicals/ Participation Fee

All student-athletes are required to submit a current annual physical examination by a medical doctor prior to trying out for a team or beginning strength and conditioning. A current physical is good for **395** days from the date of the exam. The physical must remain current during the entire season. (No exceptions).

The student-athlete's physical and other required forms must be submitted to Tammy Russell

Athletic Injuries and Illnesses

If an athlete is seen by a physician, they may not return to practice/competition until given written clearance from that physician (injuries sustained outside of school need to be reported to the Athletic Trainer). In the event of an injury, it is recommended that athletes see the WCA trainer before visiting a physician unless it is an emergency.

Accident reports should be completed within 24 hours for any injury that will require further care by a physician or athletic trainer. This form should be accessed and completed online under the athletics tab.

Wesleyan will follow the latest guidelines for pre-season heat acclimatization for fall sports. Coaches have been informed of these policies and will make every effort to conduct workouts in a safe manner.

All student athletes participating in a Wesleyan sport must adhere to the Gfeller-Waller Concussion Awareness Act that was passed into North Carolina Law on June 16, 2011. As such, the following requirements are in place:

- Parents and students must read and sign to acknowledge the concussion information sheet prior to the start of practice/tryouts.
- If a student-athlete exhibits signs and symptoms consistent with a concussion (even if not formally diagnosed), the student-athlete is to be removed from play and is not allowed to return to play (game, practice, or conditioning) on that day. Student-athletes are encouraged to report their own symptoms, or to report if peers may have concussion symptoms.
- If the Athletic Trainer or trained medical professional feels the athlete has sustained a concussion, the student athlete will be referred to a physician. The student athlete will not be allowed to participate in athletics until they are cleared by a licensed physician, **and** until the athlete completes a return-to-play protocol supervised by the WCA Athletic Trainer.

Heat Acclimatization Policy

NCISAA Fall Sport Heat Acclimatization Policy

1. The NCISAA has adopted the following heat acclimatization policy for Secondary School Athletics. This policy is based on the recommendations from the National Athletic Trainers Association (NATA) and an Inter-Association Task Force comprised of the American College of Sports Medicine, Gatorade Sports Science Institute, National Strength and Conditioning Association, United States Army Research Institute of Environmental Medicine, American Orthopedic Society for Sports Medicine, American Medical Society for Sports Medicine and American Academy of Pediatrics.
2. Heat acclimatization is an athlete's gradual exposure to the intensity and duration of physical activity in the environment in which they are practicing and competing. Proper heat acclimatization is essential for minimizing the risk of exertional heat illness during the preseason practice period. The goal of the acclimatization period is to enhance exercise heat tolerance and the ability to exercise safely and effectively in warm environments. This policy should be followed for all preseason conditioning, training, and practice activities, whether these activities are conducted indoors or outdoors. The heat acclimatization period is defined as the initial 14 days of preseason practice. This period begins on the first day of official team practice for the season.
3. General Guidelines:
 - A. Single Practice Days:
 - i. The first 5 days of formal practice

- B. Double Practice Days:
 - ii. Begin no earlier than practice day 6
 - iii. Must be followed by a single practice day or rest day
 - iv. When a double-practice day is followed by a rest day, another double practice day is permitted after the rest day
 - v. Double practices must be separated by three hours of continuous rest. If a practice is interrupted by inclement weather or heat restrictions, the practice should recommence once conditions are deemed safe, but total practice time should not exceed its limitations.
- C. If practice occurs on 6 consecutive days, student athletes should have 1 day of complete rest (no conditioning, practices, walk-throughs, etc.).
- 4. Equipment Restrictions:
 - Soccer
 - i. Shin guards and goalie gloves can be worn beginning day 1.
 - Volleyball
 - ii. Knee pads may be worn beginning day 1.
- 5. Practice Days 1-5:
 - a) School teams shall conduct all practices within the general guidelines above as well as the following guidelines for practice days 1-5.
 - b) School teams are limited to one practice per day not to exceed three hours in length.
 - c) A practice includes warm-up, stretching, cool-down and any other conditioning or weight room activities.
 - d) Classroom activities i.e. team meetings and film sessions, are not considered part of a practice and may be held in addition to a team practice.
 - e) In addition, a 1-hour maximum walk-through is also permitted during days 1-5 of the heat acclimatization period. A 3-hour recovery period should be inserted between the practice and walk through.
- 6. Practice Days 6-14:
 - a) School teams shall conduct all practices within the general guidelines above as well as the following guidelines for practice days 6-14.
 - b) Total practice time per day should be limited to five hours with no single session longer than three hours in duration.
 - c) School teams may participate in full contact practices with all protective equipment worn.
- 7. The heat acclimatization period is designed for students on an individual basis. Days on which athletes do not practice due to a scheduled rest day, injury, illness or other reasons do not count towards the heat-acclimatization period. For example, an athlete who sits out the third and fourth day of practices will resume practice as if on day three.
- 8. Scrimmages during the heat acclimatization period are considered 1 practice

Lightning Policy

Thunderstorms can pop up most any afternoon in the spring, summer, or fall. Each school must have a plan ready should a storm catch a team, visitors, and fans off guard. The safety of the student athlete is the direct responsibility of the individual head coach, athletic trainer and administrator in charge. It is their responsibility to notify visiting teams and officials of our lightning policy and inform them, ahead of time, about where to seek shelter should there be threatening weather. Wesleyan uses a blend of recourses including AccuWeather, weather bug, local news sites.

- Athletes and coaches will be notified by a horn or by an athletic trainer/administrator when lightning has been detected in close proximity of Wesleyan.
- Upon notification, coaches and athletes should seek a fully-enclosed shelter immediately.
- Students and coaches must remain inside the enclosed shelter until the all-clear signal is given (by athletic trainer/administrator).
- If you have a concern about the weather after the all-clear has been given, always err on the side of caution.

The following policy on lightning adheres to the guidelines established by the National Athletic Trainers Association along with recommendations from the National Weather Service and should be observed at game venues that do not have a lightning detection system:

If thunder and/or lightning can be heard or seen, STOP activity immediately. Seek an enclosed shelter at once (i.e. buildings, buses, restrooms; **not** dugouts and picnic shelters). Do not seek shelter under trees! This policy will only fail in the rarest of circumstances such as when thunderstorms form overhead and the first strike occurs then. The safety of you, your team, and spectators is of utmost importance. Leave equipment out if it cannot be brought in immediately with you.

In situations where thunder and/or lightning may be or may not be present and you feel your hair stand on end and skin tingle, immediately assume the lightning safe position: crouch down into a ball, feet together, head lowered, and ears covered. **DO NOT LIE FLAT!**

In the event that either of the above situations occur, allow 30 minutes to pass after the last sound of thunder and/or sight of lightning to resume play.

Enforcement of this policy is the responsibility of the game administrators, athletic trainers, and coaches. When a situation arises where either of the above-mentioned parties feels the athletes are in danger he/she shall call the officials and the visiting team head coach together and express concern regarding the weather. The administrator in charge has the authority to discontinue play until a safe environment is restored. The decision to discontinue and resume play will not be compromised as a response to concerns over travel or time. The safety of student athletes is of utmost importance.

Transportation

Parents are responsible for the transportation of their students to and from extra-curricular activities (including travel to practices and off-campus venues.) In most cases, the school will make transportation available for extra-curricular activities. If the school provides transportation, it will be on one of the school buses with an appropriately licensed driver. Athletes will be expected to travel on the team bus to away games. Any student-athlete leaving an away game or practice with their parents or other approved drivers must notify the coach prior to leaving the venue. It is preferred that the parent communicates this with the coach via email in advance.

Bus /Transportation Safety Requirements

Since the safety of employees, students, and volunteers is our top priority, drivers operating a motor vehicle in the conduct of school-authorized business are prohibited from employing mobile communications, headphones, or computing equipment while the vehicle they are operating is in motion. If such use is required by circumstances, the vehicle must be first brought to a full stop safely out of the way of hazards prior to operating such mobile equipment. Only coaches or employees of Wesleyan may drive the WCA buses for athletic purposes.

Student-Athletes Driving to Away Games

Student-athletes may only drive themselves or parent transport with parental, coach, and athletic director permission. Buses are the preferred means of transportation to each contest.

Overnight Trips and Transportation

- Tammy Russell will coordinate overnight accommodations.
- Coaches will have room accommodations.
- All elective tournaments must be at the expense of the players.
- Team managers of the opposite sex must cover the costs of their own room or they may not travel with the team.
- Provide a detailed itinerary to the Athletic Office in advance of the trip. Include in itinerary emergency phone numbers, directions to hotel and schools competing against. Note the expected times of departure/return and any other key events (departure and return times must be approved by the athletic office and the respective school principal).
- Please return the WCA bus cleaned and ready for the next use.

Dress Policy for Athletic Events

High School Students

- For both home and away competitions, clothing should be all in unison as a team as well as outside of the norm of what is normally worn to school.
- Clothing which is modest and meets all school dress code rules and regulations will be accepted for both home and away competitions.

Middle School Students

- For all away events or travel to an event, the school dress code will be required unless you are in your team uniform.
- All clothing must be modest and meet all school dress code rules and regulations.

Coaches

- For all sports except basketball, coaches must wear sport-appropriate attire, typically a WCA coaching shirt and nice shorts or the equivalent.
- For basketball, coaches may not wear jeans. The minimum dress requirement for basketball coaches is business casual attire.

Team Awards

Team awards will be presented at the awards chapel for MS and awards night for varsity sports. Each MS team will be allowed two awards of the coaches choice. Varsity will have three awards of the coaches choice.

•

Game Schedules

Game schedules will be posted to the team pages and athletic calendar on the WCA website prior to each season.

Parent Orientation Meeting Outline

A. Role of Parents

- Support the players (include all members of team)
- Support the coach—respect the coach’s authority to make decisions regarding playing time, team selection, discipline, etc.
- Set a good example by showing positive support for our athletes, opponents, and game

officials.

- Coaches are not to speak with parents regarding playtime, or players' role on the team.
- Contact the coach with player/parent concerns. Please observe a 24-hour waiting period after games before approaching the coach with concerns. ▪
- Fill volunteer roles, including the role of team parent. See list of volunteer needs which may include, but are not limited to, selling concessions, collecting admission, filming, keeping stats, scorekeeping, keeping the clock, and tracking penalties.
- At least one team parent is needed per team.

B. Role of the Coach

- Your coaching philosophy
- Promote positive, emotional, physical and psychological development
- Teach the technical applications unique to the sport—fundamentals, defense and offense
- Develop self-discipline
- Teach good sportsmanship
- Be a positive influence on the players with regard to ethics, work habits, interpersonal relationships
- Explain required use of Team Snap for team communication.

C. Role of the Players

- Play to the best of their ability
- Respect and cooperate with all coaches
- Attend all practices and be on time
- Be a good citizen
- Maintain the grades and course load required by WCA
- Please ask players to review the Athletic Student/Parent Handbook ▪ Non-school teams—policies pertaining to athletes' participation on other teams ▪ Create, maintain, and promote good sportsmanship toward opponents and game officials, set an example in school, practice sessions and games by demonstrating sportsmanship and good citizenship
- Meals (pre- and post-contest)—encourage sound eating habits during the season
- Games
- Arrival time
- Dress code for away games (needed equipment)

D. Practice Sessions

- Length/Times distribute practice schedule
- Practice organization—describe how you will organize practice sessions and their importance for all athletes.
- Outline expectations for practices conducted on non-school days (e.g. teacher workdays, holiday breaks, etc)

E. Transportation

- To practice
- To local games
- Overnight trips
- Student-athletes are expected to ride the bus (when provided) to away games. Parents may pick-up at the game, but should inform the coach via email in advance.

F. Playing time philosophy at each level of play

G. Refer parents to the school website for updates and information on athletics

Coaches' Reminders Pre-Season

<ul style="list-style-type: none"> • Attend WCA Coaches' Pre-season meeting
<ul style="list-style-type: none"> • Inventory and organize equipment before the first day of tryouts
<ul style="list-style-type: none"> • Communicate uniform/equipment needs of entire program (varsity coach only)
<ul style="list-style-type: none"> • Check athletes' physicals/required paperwork with Athletic Trainer before tryouts
<ul style="list-style-type: none"> • Conduct a pre-season parent meeting; select team parent(s)
<ul style="list-style-type: none"> • Submit practice schedule for entire season to Athletic Department; update as changes occur

Season

<ul style="list-style-type: none"> • Hand out uniforms and record on inventory form (see Noah Adams) for collection at end of season
<ul style="list-style-type: none"> • Send team roster to AD, assistant AD, and the Athletic Trainer
<ul style="list-style-type: none"> • Report scores/results to the Athletic Director the following morning
<ul style="list-style-type: none"> • Varsity coaches report scores to
<ul style="list-style-type: none"> • Varsity coaches must keep individual and team statistics.
<ul style="list-style-type: none"> • Fill out any accident reports within 24 hours of injuries using the online form.
<ul style="list-style-type: none"> • Attend all-state/all-conference selection meetings (if appointed, Varsity only)
<ul style="list-style-type: none"> • Email Coach's Survey link to athletes if requested by AD
<ul style="list-style-type: none"> • Consistently conduct team devotions
<ul style="list-style-type: none"> • Distribute written rules and expectations for athletes and parents as appropriate

Post-Season

<ul style="list-style-type: none"> • Collect all uniform items, make appt. to return them, and hang in the gym storage room
<ul style="list-style-type: none"> • Inventory all equipment and store in an appropriate place
<ul style="list-style-type: none"> • Attend team party and distribute team awards
<ul style="list-style-type: none"> • Conference with Athletic Director to review the season.

Portrait of a WCA Coach

Follow Christ - Our coaches follow Christ and live like Him. As a team depends on a coach so do our coaches depend on Christ.

As a coach daily trains, a team, so our coaches receive daily training from God. This training demands that our coaches read God's Word daily, pray daily, attend church weekly, and follow Christ at practice, during games, and in all areas of life.

Serve Others – Our coaches serve our players, players' families, the WCA community, our athletic conferences, our state conference, and our competitors.

Our coaches “die to themselves” and put others first. They show respect for others, emphasize love and integrity of heart with their players.

Our coaches are virtuous and they realize that there are no shortcuts on virtue. They recognize that everything in athletics contains a moral/ethical response to God (i.e., honoring parents, dignifying teammates, applying the 10 Commandments, personal integrity, responsibility).

Our coaches' model, explain reasons for rules, and carefully show student-athletes what happens when they fall short.

Our fields/gyms are filled with a mutuality of care and respect, with constructive and fair relationships centered in Christ.

Pursue Wisdom - Our coaches continue to pursue wisdom and knowledge throughout their lives.

Competitively humble and bold, they apply a biblical worldview as they continue to develop abilities to discern how to develop young athletes in heart, mind, body and soul.

They work collaboratively with athletic directors, team captains, and other coaches and solve major problems together rather than in isolation.

Communicate Effectively - Our coaches communicate confidently and effectively when they write and speak.

They mentor and advise their teams. They listen before they speak when issues are critical and difficult.

They are respectful always, take the high road when the going gets tough, and they report challenging matters as soon as possible to the athletic director.

Our coaches explain what they believe about the important issues of life that extend beyond the athletic field—and why we guide student-athletes, and don't coerce or manipulate them.

Learn Purposefully - Our coaches have a passion for coaching and the knowledge to thrive as they purposefully lead their players and teams. Nothing is left to chance.

Their appreciation and wonder for the privilege and complexity of each athlete and situation in which they coach informs them.

They are always striving to grow in their knowledge and development of the sport they

coach and whom they coach.

Our coaches expound on good team play, proclaim doing our best is essential, dedicate each practice and game to God's glory, and teach valuable lessons through winning and losing.

Engage the Culture - As ambassadors for Christ, our coaches are equipped to represent Him well in practice, games, and with the broader community.

Our coaches focus on God, other people, and avoid idol-making (e.g., money, pornography).

They are prepared to be salt and light for God's glory within the field of sport and throughout the community.

Example Inventory Sheet



Wesleyan Trojans Athletic Uniform Inventory Sheet



Sport:

Head Coach:

Player Name	Uniform Number	# of Uniforms (Alternate, Home, Away, etc.)	Bookbag Given? (Y/N)	Date Given	Date Returned