

Hernando Christian Academy  
Athletic Handbook



# HCA Athletic Handbook

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## Philosophy

The athletic program at Hernando Christian Academy is designed to adhere to the mission statement of Hernando Christian Academy athletics, to reinforce the concepts of the Christian worldview and the institution of citizenship. The H.C.A. athletic program works hand-in-hand with academics to develop the best qualities in our student-athletes. We are committed to developing the well-rounded student-athlete emphasizing spiritual commitment, academic excellence, and year-round physical conditioning.

## H.C.A. Athletic Mission Statement

Hernando Christian Academy athletics endeavors to "Build leaders with Christian character". We strive to impart upon our student-athletes; integrity, sportsmanship, discipline, teamwork, self-sacrifice and a willingness to be 'role' players in the kingdom of God. *"To act justly and love mercy and to walk humbly with your God," Micah 6:8*

### Objectives:

- To impart spiritual truths in a real world setting.
- To recognize that each individual student is a unique creation of God, and to provide the opportunities for maximum participation for all students in a variety of activities and play.
- To develop within each athlete, the individual and team skills necessary to compete successfully and reach for that individual's God given potential.
- To develop within each athlete strong team spirit and a loyalty to the school.
- To teach good sportsmanship.
- To provide opportunities for athletes which encourage self confidence, sociability, initiative, and a feeling of belonging.
- To promote an understanding of body growth and development and the importance of good health habits in aiding that growth and development.
- To provide the leadership, rules, and disciplines necessary to assist each athlete in attaining all of these objectives.

### General beliefs:

Hernando Christian Academy believes that athletics are an integral part of our total educational program.

- We believe that the whole program is important.
- We believe that each sport provides an activity through which students may express themselves physically, emotionally, and mentally.
- We believe that coaches have the unique opportunity to direct and encourage students in the development of their life.
- We believe that the head coach is the department head of the sport for which he/she has been selected. He/she must work closely with the Athletic Director and Superintendent.

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The Athletic Director has been assigned by the Superintendent to administer the athletic program. Head coaches are directly responsible to the Athletic Director and are charged with the supervision of those coaches related to their program.

## Administering the Athletic Program

- Athletics are to be closely coordinated with the general instructional program and properly communicate with other departments of the school.
- Athletics are to be conducted under the rules of the Florida High School Athletics Association and FCAPPS, of which Hernando Christian Academy is a member.
- Athletics should be amateur competition in procedure and in spirit. Student athlete should always play to win, but winning should not overshadow spiritual or educational goals.
- It is of vital importance to the entire department, as well as to the boys and girls, that professional loyalty exists on the highest levels.
- Each student-athlete will be administered a \$125 athletic fee for each sport the student-athlete participates. Because of insurance fees, student-athletes participating in football will be administered an additional \$125 for a total athletic fee of \$250.
- **Hernando Christian Academy Interscholastic Activities**

Hernando Christian Academy interscholastic program is the program of athletics in the school which involves competition with other schools. HCA fields the following teams in interscholastic activities when possible.

### Fall

<b>Boys</b>	<b>Girls</b>
Middle School Football	Middle School Volleyball
Varsity Football	Junior Varsity Volleyball
Cross Country	Varsity Volleyball
Golf	Cross Country
	Middle
	Cheerleading
	Varsity Cheerleading

### Winter

<b>Boys</b>	<b>Girls</b>
Middle School Basketball	Middle School Basketball
Varsity Basketball	Varsity Basketball
Middle School Soccer	
Varsity Soccer	

\* Girls are permitted to participate in boys soccer

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## **Spring**

<b>Boys</b>	<b>Girls</b>
Middle School Baseball	Middle School Softball
Varsity Baseball	Varsity Softball
Tennis	Tennis

## **Organization and Administration**

"The Florida High School Activities Association"

Hernando Christian Academy is a member of the Florida High School Activities Association (FHSAA). "This association shall supervise and control all of the interscholastic activities which its member schools may engage."

Hernando Christian Academy is also a member of the Florida Christian Association of Private and Parochial Schools for football.

## **Athletic Discipline Policy**

The purpose of this Athletic Discipline Policy is to assist coaches in regard to discipline procedures and standards for students participating in extra-curricular activities, and who may violate school rules either at school or at a school sponsored activity.

### **Athletic Training Rules**

#### **General:**

The following training rules apply to all interscholastic athletes and each athlete is to adhere to this code and will share the contents of this code with his/her parents. Athletes may be required to follow additional rules established by individual coaches. Any member of the coaching staff may report a violation of the rules. A coach may personally observe a violation or can be convinced by the circumstances that a violation has occurred. All violations will be reported to the Athletic Director, who will take appropriate action. Appeals will be directed to the Athletic Director.

#### **Rules:**

1. Drinking, smoking and drug abuse are considered unacceptable habits for high school athletes and will not be tolerated.

- Student-athletes who engage in the use of drugs, alcohol, or tobacco on or off campus may be subject to immediate seasonal suspension and may be expelled.

2. Practice Seasons-Athletes are expected to attend all practices. Athletes may be excused in advance by the coach for any practices missed. Injured athletes who are able to attend practice sessions shall be expected to do so. A violation of this rule may result in suspension from the next contest following the violations.

3. Profanity will not be tolerated in any form. A violation of this rule will be dealt with by each coach depending upon the circumstances.

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4. Absence from school- If a student-athlete misses ½ of their scheduled classes of the day of a game, they will not be permitted to participate in that day's scheduled event unless permission is granted by administration.

5. Appearance- Students involved in interscholastic athletics are required to follow the school's guidelines for proper appearance as well as **any additional requirements from the coach** and practice modesty in dress and appearance to all practices and games.

6. Disciplinary action- Students having received disciplinary penalties by the administration must satisfy these obligations as assigned before they may return to practice or competition.

7. Quitting without coach's consent- Suspension for rest of the season, **AND MAY BE SUSPENDED FOR THE FOLLOWING SPORT SEASON**. Athletes are to fulfill their obligations to their team; therefore, quitting on a commitment will be dealt with severely. A student who does not complete his or her obligation with or without the coach's consent may be expected to pay the sport's athletic fee.

8. If a student has to miss any game or contest he/she is expected to notify the coach in advance. The coach will determine if a penalty will be administered for missing a game or contest.

9. Future eligibility of an athlete who is dropped from a squad for disciplinary reasons not contained in the rules listed above will be determined by the Athletic Director.

10. Players must ride school transportation to all away games unless prior arrangements are made with the coach for special purposes. Athletes must also ride back from all away games unless they are released to their parents or they may be released to **the care of others** after a game, if the coach has a signed permission slip from the parents.

- Coaches may release their athletes to a parent after an athletic event. A coach may release an athlete to someone other than their parents only *after receiving a note from the parent stating the athlete may be released to the said adults who are taking responsibility of the athlete*. The note must be signed and dated. Without prior notice in writing, **Student athletes may only be released to their parents.**

## Notes:

### **Suspension definition:**

Athletes on suspension may not participate or dress in a scheduled game. The coach **may** require the athlete to participate in practice depending on the type of suspension given.

### **Season definition:**

A season begins on the official opening day of practice, as designated by the FHSAA or FCAPPS, and ends at the conclusion of the HCA season. The "scheduled" season includes regular season games, matches, meets, plus guaranteed tournament games, matches and meets.

## **Limit of Practice Days and Times**

Coaches are to hold practices when they deem them necessary. Saturday practices may be held at the coach's discretion. **No organized Sunday practices are allowed on the campus by any HCA team unless granted permission by administration.**

## **Open Gym Policies**

Definition: Open gym refers to the summer season workouts and/or practices that are called by the coach. The purpose is for athletes to work on their skills and become better at that particular sport. Coaches may have as

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many open gyms as they deem necessary to improve the skills of their team. Athletes are encouraged to attend, but attendance is not mandatory. **ALL FHSAA RULES AND REGULATIONS MUST BE ADHERED TO.** In fact, coaches must maintain a level of professionalism to support and encourage athletes and coaches of all other athletic programs that are **IN SEASON.**

**Summer season is not regulated by the FHSAA. Summer season is defined by the period between the last day of school and the first day of the defined FHSAA fall season.**

## **Rules:**

1. All students, including ones that do not participate on any team, are invited to participate and play during open gym times.
2. A coach or school employee **MUST** be present at every open gym.
3. Coaches will submit their days and times to the athletic director as to when they desire to have open gym. Once the athletic director has all requests, he/she will make the schedule.
4. Open gym/field opportunities must adhere to bylaws and policies as stated in the FHSAA handbook.

## **Summer Camp Policies**

Summer camps of any kind must be approved by HCA administration. All finances pertaining to summer camps shall be administered through the HCA business office. Coaches must submit a detailed plan including dates, costs and admission prices to the athletic director for approval of all summer camps.

## **Athletic Fundraising Policies**

All fundraising activities for any HCA sanctioned sport must be approved by administration and be administered through the Athletic Department both physically and financially.

## **Athletic/Activity Conflict Policy**

This policy is to be adhered to in the event of a conflict between school activities for a student participant.

- All students participating in extra-curricular activities should be advised of the procedure that will be followed in the event of a conflict. This should occur prior to the beginning of the season or the activity.
- The sponsors or coaches shall meet with the principal and athletic director to identify anticipated conflicts before they occur. Once this meeting occurs the **sponsors and coaches** are to meet to resolve the identified conflicts while adhering to the guidelines of this policy on or **before** the conflicts occur.

## **Note:**

Additional meetings may be called at the discretion of the sponsors/coaches.

- The purpose of these meetings will be to determine possible conflicts and to resolve them by using the following criteria:
  - District, conference, sub-district, regional, sectional, semifinal, or state competitions should have priority. If two similar events occur on the same date, the participant will perform in the event which has the greatest importance toward the team, group, or individual event or outcome. If both events are of equal importance to both parties, then the decision will be left up to the student.
  - Consideration should be given as to how the loss of the individual will affect the group or team concept and the total function of the program before a decision is made.
  - Regularly scheduled contests or performances **take precedence** over any type of practice session.

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- Students may not participate in two sports that are taking place at the same time unless receiving permission from administration. The athlete must pick one or the other before the two seasons begin.
- Decisions should be made by the sponsors/coaches (when possible) prior to getting students involved.
- A student may not be penalized in the event a conflict still exists after all options have been exhausted by the sponsors and the student makes the choice.
- Disagreements between sponsors pertaining to student conflicts will be handled by the Superintendent and shall be final.
- Coaches should **NEVER** pressure student-athletes into participating or not participating in a particular athletic program. Remember we are a small school with limited athletes to represent all of our equally important athletic programs.

## Athletic Eligibility

**The Florida High School Activities Association, FCAPPS and Hernando Christian Academy Rules and Policies govern the Eligibility of all Athletes.**

- Each coach will be responsible for checking the above rules and regulations which affect the eligibility of his/her athletes.
- Eligibility must be certified under FHSAA and FCAPPS rules.
- Permits and agreements- **Before a student is permitted to draw equipment, practice, or play in a contest; he/she must have the following fully filled out and on file in the athletic director's office.**
  - signed FHSAA EL2 medical examination form
  - a signed FHSAA EL3 and EL3CH
  - parent consent form
  - 3 Completion Certificates emailed to [asamson@hernandochristian.org](mailto:asamson@hernandochristian.org)
  - a signed Extracurricular Statement of Cooperation form
  - an Informed Consent Awareness of Sports Injury Risk Warning form for HCA athletes**Homeschoolers may participate as long as they complete all required FHSAA forms along with the EL7 and EL7V forms.**
- Athletic Insurance- all student athletes and coaches participating in a HCA sponsored event are covered by HCA's insurance as a secondary insurance to the parent's and/or coaches' primary insurance or becomes the primary insurance to parents and/or coaches who do not have private health insurance. **It is mandatory for head coaches to fill an accident report in the Main Office for ALL injuries incurred during HCA sponsored practices, games or events.**

## Eligibility Rules

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In order to represent Hernando Christian Academy in any interscholastic athletic competition, a student must meet the following eligibility requirements as prescribed by the **Florida High School Activities Association**. In addition to the FHSAA eligibility requirements, students must meet the following Hernando Christian Academy Athletic requirements as stated in the HCA Student Handbook:

- All athletes must maintain passing grades in all classes during the season in order to remain eligible. The following is the proper procedure for the **WEEKLY ACADEMIC REPORTS FOR ATHLETES**:
  1. The Systems Administrator will set up team lists for teachers through the school network at the beginning of each season.
  2. By Monday afternoon each week, teachers are to enter the current quarter grades for athletes.
  3. Tuesday morning the Athletic Director's office will print a report of grades for the week.
  4. The Athletic Director will supply coaches a copy of the report for their sport.
  5. At the third week, sixth week, and end of a quarter, athletes who are failing a class will be ineligible to participate in any team activities until passing grade is acquired.
  6. The Athletic Director will inform any athlete, parent and coach of a suspension ASAP.

*These requirements meet or exceed all of the Florida High School Activities Association requirements.*

## **Requirements for earning Varsity and Junior Varsity Letters and Awards**

- A student-athlete who earns his or her initial roster position on any of the Hernando Christian Academy varsity interscholastic sports programs and successfully completes the season shall receive a one-time only Varsity Letter and a first-year participation pin. After earning his or her initial Varsity Letter and first year participation pin, the student-athlete will receive participation pins for each successive year the student athlete successfully completes that particular sport's season.
- A student-athlete who earns his or her initial roster spot on any junior varsity roster and successfully completes the season, shall receive a one-time only Junior Varsity Letter.
- A student-athlete who earns his or her initial roster spot on any middle school roster and successfully completes the season, shall receive a participation certificate.
- At the conclusion of each sport's season, at the coach's discretion, player awards shall be given to selected student-athletes at the annual awards banquet.
- Any player who begins a season on a sub-varsity roster and is called up and plays in a varsity competition will also receive a varsity letter.

## **Family Service Commitment**

Each family of student-athletes are required to contribute a minimum of five volunteer service hours per student-athlete, per sport. In lieu of service, the family will be billed at the rate of \$10 per hour. These charges will be applied to the families' monthly statement after each sports season concludes. These charges will be above the athletic fee required for each student-athlete.