

**2022-2023**



# Athletics Handbook

FOR PARENTS & GUARDIANS





The purpose of this handbook is to provide all of the necessary information about athletics operations at Malvern Prep. Our hope is that the communication in this handbook will answer many questions that parents/guardians often have, as well as policies related to events like senior days, end of season celebrations, celebratory signing days, Friar Club events and much more. Special thanks to the athletic department staff - **Matthew Mackrides '08**, Neale Boyle and William Mills for their input and help in creating this handbook. As always, best of luck to your son(s) as a new year begins!

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# Athletics Mission Statement



*Malvern Prep's position as an athletic powerhouse reflects the school's all-around emphasis on team building and leadership. Whether in the classroom or on the court, our student-athletes strive together to achieve excellence, encouraging each other to become the best version of themselves.*

## Requirements to play a sport - Magnus Health SMR

Malvern Prep is partnered with Magnus Health SMR (Student Medical Records), which also shares with Sportsware the Sports Medicine Department's Medical Portal. Parents will have access to Magnus Health SMR (Student Medical Record) early June each year. To access your account, go to [www.malvernprep.org](http://www.malvernprep.org), click on MyMalvern (located on the bottom right of the introduction picture of the homepage) and log-in. Click on "Resources" and there will be a Magnus Health tile. Click on the tile to enter the portal. You will receive an email early June providing your username/password to access your son(s) Magnus Health SMR account(s). All required information and forms are due by July 1 each year.

However, if there are items in the school's main database that were required for enrollment that are missing or need to be changed, this needs to be done first. Magnus Health syncs personal information via the "MyMalvern" contact card. If any biographical information (ex: phone number) in the schools database needs to be updated, please contact the following email address: [dataprocessing@malvernprep.org](mailto:dataprocessing@malvernprep.org). Once it is updated in MyMalvern, the information will sync overnight to the Magnus Health SMR. This will allow parents to proceed with submitting health information and forms. More details can be found when you receive the annual letter in early summer regarding required forms.

## Medical Requirements Before First Day of Practice:

1. Magnus Database Updated
2. Current Physical and Immunization Form to be uploaded into Magnus Health
3. Awareness of Risk/Medical Release Form electronically signed
4. Concussion and Cardiac Awareness of Risk Form electronically signed
5. Concussion Vital Signs Baseline Testing: Instruction Letter, [Click Here](#)
6. Over-the-counter Medication Form electronically signed

\*\*Blank physical form: [Click Here](#). In addition, a blank physical form is also located at the Magnus Health Tile!



## Skill Development and Playing Time

At all middle school and upper school levels, our athletic mission is at the forefront of each team's goals. The following information describes our policies regarding playing time and skill development as they relate to the level of play:

### **Middle School Philosophy:**

keeping the game fun, learning a new sport, skill development, all team members participate in every game

### **Upper School Philosophy:**

**9th Grade** - Keeping the game fun / Skill Development / Understanding program tactics (style of play, drills, set plays) / More focus on participation in games/contests by all team members than junior varsity or varsity levels

**JV** - Keeping the game fun / polishing skills, more focus on winning via execution of tactics / prepare for the varsity level

**Varsity** - Keeping the game fun / Winning is a priority, but not at all costs. Continued polishing of skills

**Team Selection:** Depending on the amount of students registered for a particular sport, squad reduction may be necessary. Coaches are required to hold a fair tryout for 2-3 days. Scholar

athletes are required to attend all tryouts in order to be considered for the team. If a scholar athlete is injured, he is required to inform the head coach and seek treatment from the athletic trainer. Reporting an injury after team selection does not prompt a coach to rethink his or her decision on team selection. Roster size is at the discretion of the head coach.

Scholar athletes that are not selected for a team are encouraged to try another sport in the same season as well as explore other extracurricular opportunities.

## Senior Days

Malvern Prep appreciates the time and effort that scholar athletes and their families devote to their sports program(s). Senior Days are opportunities for school leadership and the athletic department to recognize scholar athletes and their parents for their dedication and commitment to their sport(s).

Playing time or entering the game as a starter on senior day is at the head coach's discretion. The game is always a priority as the team goals are more important than any individual. Senior Day ceremonies proceed as follows:

- MP Provides flowers for each recognized senior.
- Ceremony includes an introduction of players and their parents/families by their head coach or representative. Malvern Prep will provide a photographer to take the pictures and archive them on our school website.

Anything additional to the above must be cleared in advance with the athletic office (posters, balloons, other celebratory items). Costs for anything additional may be covered by the particular program's Friar Club account if funds are available. Otherwise, parents will cover the costs for anything additional.

## Transportation Rules

In most situations for away contests, Malvern Prep provides bus or van transportation. All students are required to take the bus to an away game, unless permission is granted by the coach OR a parent requests an exception due to an extenuating circumstance (doctor's appointments, no ride home, other family reasons). Students may drive themselves when exceptions are granted. In these situations, parents are required to complete the [Driving Permission Form](#). Student carpools are strictly prohibited.

For sports that are almost always off campus for practices and contests, such as golf, ice hockey, rowing and sailing, the [Driving Permission Form](#) must be completed by all parents of drivers.

### **Questions about transportation?**

Contact Associate Athletic Director Matt Mackrides at [mmackrides@malvernprep.org](mailto:mmackrides@malvernprep.org) / 484-595-1140.

# Athletic Team Schedule and Updates

All current schedules can be found at [malvernprep.org/athletics](http://malvernprep.org/athletics).

## Questions about schedules?

Contact Associate Athletic Director Matt Mackrides at [mmackrides@malvernprep.org](mailto:mmackrides@malvernprep.org) / 484-595-1140.

## Sportsmanship Policy

All athletes, parents, coaches and friends of the Malvern Prep Community are expected to act in a manner consistent with our school mission.

### **The following are guidelines for acceptable and expected behavior during an athletic event:**

- Applause during introduction of players, coaches and officials.
- Players shaking hands with opponents who foul out while both sets of fans recognize the player's performance with applause.
- Accept all decisions of officials
- Cheerleaders lead fans in positive school yells in a positive manner
- Handshakes between participants and coaches at the end of a contest, regardless of the outcome
- Treat competition as a game, not a war.
- Coaches/Players search out and congratulate opposing participants or coaches.
- Applause at the end of a contest for performances of all participants.
- Everyone showing concern for an injured player, regardless of the team.
- Encourage only sportsmanlike conduct.

### **The following would be deemed as unacceptable behavior:**

- Throwing anything onto the playing field or in the stands (i.e., projectiles or baby powder)
- Disrespectful or derogatory yells, chants, songs or gestures.
- Booing or heckling an official's decision.
- Criticizing officials in any way; displays of temper with an official's call.
- Yells that antagonize opponents
- Refusing to shake hands or give recognition for good performances.
- Blaming loss of game on an official, coaches or participants.
- Taunting or name-calling to distract an opponent.
- Use of profanity or displays of anger that draw attention away from the game.
- Entering the field or court from the bench area during a dispute on the field or court.

**\*\*Alcohol is strictly prohibited before and during all Malvern Prep athletic events.\*\***



## Friar Club

The Friar Club was established to help enhance the gameday and program experience for our scholar athletes. The goal of the Friar Club is to help defray costs of uniforms, Senior Day Celebrations, post season celebrations, large equipment purchases not covered by our operating budget, overnight trips and in some cases unique transportation needs. Parent or alumni leads for our athletic teams are expected to follow these [guidelines](#). Note: Malvern Prep does not have booster clubs.



## Uniforms

School owned uniforms are distributed at the beginning of the season shortly after team selection.

- Uniforms are to be returned to the MP Athletic Department on uniform collection day at the end of the season. These dates are coordinated by the Associate Athletic Director.
- Those who do not return their uniforms will be sent an invoice in order to pay for a replacement.
- For uniform items that athletes keep for sanitary reasons (XC/Track Uniforms, Baseball Hats/Socks, Ice Hockey Socks, Water Polo Suits/Jammers, Swimming & Diving suits/jammers, Rowing Singlets, etc) there will most likely be a charge for the cost of that uniform piece. Pay links will be provided for convenient payment.

## Overnight Trips

When teams travel to contests or tournaments that require overnight stays, the head coach will share the electronic permission form with the team and their parents/guardians as well as the itinerary for the weekend. All forms must be signed in advance of the trip.

Some overnight trips require a fee when Friar Club budgets can not cover the costs.

## SALT Team (Student Athletic Leadership Team)

The SALT Team is a student-led organization consisting of senior scholar athletes. The application process begins in April of a student's junior year. The SALT team participates in leadership training, service initiatives, and helps "give back" to our younger Friar athletes. SALT is moderated by Mr. Jim Stewart, Director of Athletics.

- Everyone showing concern for an injured player, regardless of the team.
- Encourage only sportsmanlike conduct.

## Positive Coaching Alliance

Malvern Prep has partnered with [\*Positive Coaching Alliance\*](#), an organization that serves as a training resource for youth athletics. Their "Triple Impact Competitor" philosophy is to challenge a young athlete to improve themselves, their teammates and the game. Live workshops for students, coaches and parents are planned each school year.

## Purchases and Reimbursements

Any parent lead for an athletic team will communicate anticipated purchases to the Director of Athletics prior to the purchase. In most cases, the business office can pay for needs in advance. When the business office can not cover the expense in advance, parents may purchase items and present a receipt to the athletic department. All reimbursement requests are sent to the Athletic Director and processed by the business office.

## Social Media Policy

The marketing & communications team, in conjunction with the athletic office, oversee all social media accounts. Athletic programs wishing to establish a social media account must communicate the request to the Director of Athletics. Once approved by the marketing & communications team, the athletic office will manage the account internally.

## Celebratory Signing Days

Celebratory Signing Days are scheduled throughout the school year depending on whether or not the signee is required to sign a National Letter of Intent by his designated college/university. The athletic department, in coordination with the counseling office, works together in order to confirm that the scholar athlete has been accepted to the school where he has verbally committed. Signings may not occur prior to acceptance to a college or university. We welcome the families of signees to attend their respective ceremony as well as friends and teammates. Celebratory Signing Days are coordinated by assistant athletic director, Neale Boyle ([nboyle@malvernprep.org](mailto:nboyle@malvernprep.org)).

## Post Season Awards

Head coaches of each program may present team awards at the end of a season or at a post season celebration. The criteria for any awards are at the discretion of the head coach. Varsity, JV and Participatory Letters/Certificate standards are at the discretion of each head coach.

## End of Season Celebrations

For athletic programs that wish to have end of season celebrations or banquets, all coordination must occur with the athletic director and head coach of the respective program. **The administration respectfully asks that celebrations do not occur on weekends.** Budgets for these events vary from sport to sport depending on the balance in their Friar Club Account. If the budget allows, funds from the Friar Club may be able to supplement the total cost. If not, the cost will be built into the fee to attend the celebration. A reminder that Malvern Prep provides a certificate, varsity letter and pin if earned as well as any special awards that coaches choose to include. A common tradition is to provide gifts for graduating seniors. The costs for senior gifts can be supplemented by the Friar Club depending on the funds in the respective account. Otherwise, the costs will be covered by parents. All payments for end of season celebrations are arranged through the athletic department. We will work with our marketing department to create electronic pay links for these events.

## Conflicts, Concerns/Chain of Command

If a scholar athlete has an issue to discuss with a coach, he should schedule some time to discuss the issue. As part of the educational experience, our philosophy is that the student should initiate these conversations. If parents feel that they need to advocate for their sons, the chain of command is to speak to their son's coach first before contacting the athletic director or head of school. Always wait 24 hours after the situation occurs. Calm conversations are always more constructive.

## Injuries

All injuries sustained at an MP practice or game are communicated by the coach to our athletic training staff within 30 minutes after the practice or contest if the athletic trainer is not present.

All inquiries about injuries and physical therapy should be directed to Mr. Bill Mills - [wmills@malvernprep.org](mailto:wmills@malvernprep.org) / 484-595-1144.

## Athletic Player Contract

Parents and scholar athletes will receive this [electronic form](#) (fall sports is linked here as an example) shortly after team selection. The Athletic Player Contract is an agreement between Malvern Prep and the scholar athletes, as well as their parent/guardian, that all school rules and policies will be followed. For multi-sport athletes, this form only needs to be completed once per school year.



# Club vs High School Sports

Malvern Prep recognizes that playing club or travel sports is prominent among our scholar athletes. At the same time, we believe that playing a sport for your school has benefits that last a lifetime. There is nothing more meaningful than playing a sport for your school. The values in the classroom extend to the athletic field. In the age of specialization, it is important to consider the following:

- Burnout - the reason that all of us have tried sports is because it is fun. If your son has been training for one sport per year, it is important for his physical and mental health that there be scheduled breaks for him. According to [NATA](#), athletic burnout can best be prevented by proper rest and time away from a sport. In the age of mental health awareness, stay tuned to the signs that your son may be experiencing burnout.
- Understanding that the club or travel team is a “pay to play” business. While there are very good club coaches for our students, it is important to understand that their role on the club team may be different than an MP team. We encourage your son to accept his role on his school team and realize that this not only meets the needs of his team, but enhances his versatility.
- Scholar athletes who play more than one sport are often refreshed headed into their seasons. It is also an attraction for college coaches, who often find it appealing that the scholar athlete plays more than one sport.

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## Resource Links

### **[Positive Coaching Alliance](#)**

**[2nd Goal Parent Self Assessment](#)**

**[2nd Goal Parent](#)**

### **[National Letter of Intent Signing Days](#)**

These dates apply when the college or university requires that an NLI be signed

**[Inter-Ac League](#)**: Baseball, Basketball, Cross-Country, Football, Golf, Lacrosse, Swimming & Diving, Soccer, Spring Track & Field, Squash, Tennis, Water Polo, Wrestling

**[Atlantic Prep Athletic Conference](#)** (APAC): Ice Hockey

**[PA Rugby](#)**

**[Philadelphia Scholastic Rowing Association](#)** (PSRA)

**[PAISAA](#)** (Pennsylvania Independent Schools Athletic Association)



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PREPARATORY SCHOOL

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