

Lee-Scott Academy



Athletic Handbook

2018 - 2019

Adopted October 2017

Amended June 2018

TABLE OF CONTENTS

Letter from Head of School and Athletic Director

Team Sports and Participation

- Tryouts
- Participation
- Levels of Play

Eligibility

- Bona Fide Student
- Age Restrictions
- Drug Testing
- Eligibility Forms
- Academic Requirements

Ethics and Code of Conduct

- Sportsmanship
- Coaches Conduct
- Student-Athlete Conduct

Communication

- Acceptable Discussion
Guideline

Medical and Safety

- Participation Requirements
- Parent/Student-Athlete Awareness
- Supervision
- Emergency Action Plan

Operations

- Team Policies, Fees, and Spirit Packs
- Transportation
- Facilities and Equipment
- Fundraising and Budgets
- Media and Publication

Lee-Scott Academy Athletics

We would like to take this opportunity to welcome you to Lee-Scott Academy (LSA) Athletics. We are proud of our athletic tradition and of the student-athletes and coaches who devote so much of their time and energy to honor and build on that tradition.

The LSA athletic program is designed to further the educational development of young men and women through participation. At LSA we believe that competition, camaraderie, loyalty, and respect for others will serve as a foundation of each student's continued growth and life-long learning experience. It is our hope to maintain a program that is sound in purpose and reflects the goals and objectives of LSA. Each student's educational maturity and health will contribute to school spirit and morale.

Those students who participate in the interscholastic athletic program commit themselves to the following goals:

- A primary focus on academic development and attendance
- Avoidance of any action which would bring embarrassment or disrespect to themselves, their team, their school and their community
- Development of athletic skills
- Growth of a competitive philosophy, which includes sportsmanship and a consistent awareness of school and community pride.

As a member of the Alabama Independent School Association (AISA), LSA adheres to and enforces a policy of academic eligibility. Details regarding the academic eligibility policy are reinforced each season by the coaching staff and are printed in the Athletic Handbook.

It is the role of the Athletic Department to make rules that govern the spirit of competition for the community. These rules need a broad base of community support, which can be achieved through communication to athletes and parents. It is our hope to accomplish this objective through this athletic handbook.

We take this opportunity to acquaint you with the specific policies that are necessary for a well-organized program of athletics. Please note that although the following policies and procedures are intended to set minimum guidelines for participation in athletics at LSA, the administration may establish additional sport specific rules or procedures from time to time that must also be observed. LSA reserves the right to interpret, amend or alter these policies at any time.

If you have any questions or concerns about the materials contained in this handbook or about any aspect of the athletic program at LSA, please feel free to contact us.

Sincerely yours,
Stan Cox
Head of School

William Johnson
Athletic Director

TEAM SPORTS AND PARTICIPATION

Participation in athletics is an integral part of the student’s total educational experience at Lee-Scott Academy. Athletics provide experiences that help our student athletes develop physically and emotionally. However, participation is a privilege that carries responsibility and commitment.

Programs and Teams Offered:

Fall Sports	Boys	Girls
Football	Varsity, JV, Peewee	
Volleyball		Varsity, JV
*Cheerleading		Varsity, JV, Peewee
**Cross Country	Varsity, JV	Varsity, JV
Winter Sports	Boys	Girls
Basketball	Varsity, JV	Varsity, JV
*Cheerleading		Varsity, JV
Spring Sports	Boys	Girls
Baseball	Varsity, JV	
Golf	Varsity	Varsity
Soccer	Varsity, JV	Varsity
Softball		Varsity, JV
Tennis	Varsity	Varsity
Track	Varsity, JV	Varsity, JV

*Cheerleading competition begins in the summer and carries over fall and winter.

**Cross Country is recognized by the AISA as a club activity.

Tryouts

For some sports, due to size of teams, cuts maybe made at the discretion of coaches. Tryouts maybe held at any level of competition. The method of evaluation will be determined the AD and head coach. The head coach will also determine the roster size and travel squads. Evaluations will be scored/graded individually so each participant will be provided an opportunity to receive their evaluation privately with that coach. A player has within 7 days of posting roster to discuss their evaluation and counsel what they should do to improve their performance in the future. The AD or coaches will be available to speak with parents upon request.

Participation

AISA/LSA Grade Levels Restrictions:

- Varsity level can consist of student-athletes in grades 7 – 12.
- JV level can consist of student-athletes in grades 7 – 9.
- Peewee football and cheerleading consists of student-athletes in grades 5 – 6.

Peewee Level:

The goal of LSA is to be inclusive of all grades in development and participation of sports. AISA recognizes Peewee level football as a sanctioned sport. However, other sports including basketball and baseball offer specific programs that provide competition and instruction through internal school programs.

Junior Varsity (JV) Level:

Beginning in the 7th grade, LSA students are eligible to participate in JV and/or varsity sports. A JV program will be offered based upon interest of participation, and will be determined by the AD and head coach. AISA requires that varsity level team rosters be filled first.

The philosophy of the program is to provide an opportunity to develop young athletes for varsity level competition. Coaches will focus on skills development, teamwork, and instilling in players high level of competition and sportsmanship.

Player rosters will be determined by coaches to balance skill levels, player development, and to contend at the highest level of competition.

Varsity Level:

Beginning in the 10th grade, LSA students are eligible to participate in varsity sports. The philosophy of the program is to provide an opportunity to continue to develop student-athletes for varsity level competition. Coaches will continue to focus on skills development, teamwork, and instilling in players high level of competition and sportsmanship.

Player rosters will be determined by coaches to balance skill levels, player development, and to contend at the highest level of competition.

ELIGIBILITY

To be eligible in AISA interscholastic athletic events, a student is subject to the following requirements as well as meeting all requirements and policies of LSA grade requirements in order to participate. Athletic eligibility begins in the 7th grade according to AISA bylaws.

Bona Fide Student:

A student must be enrolled and in attendance for two full days at grade level and must remain enrolled, sustain regular attendance and assigned a typical class schedule, which will allow normal progression toward graduation. On the third day of school, that student becomes a bona fide student.

Transfer Student:

- Must have their transcript on file in administrative office and be in compliance with all stated eligibility requirements before participation.

- A student meeting all requirements transferring from a non-member school to an AISA member school is eligible after a 10-day waiting period.
- A student transferring from an AISA member school will not be eligible for 1 year of the transfer date. Unless that student meets all bona fide move requirements and is approved by the Athletic Director, Head of School and the AISA Office. For further information refer to AISA athletic handbook.

Age Restrictions:

For Jr. High:

A student is eligible for Jr. High competition the entire year if his/her 16th birthday falls on or after August 1st and is enrolled in 9th grade or below.

For Varsity:

A student who will be 19 years of age prior to August 1st will be ineligible.

Drug Testing:

Consistent with the LSA Drug Policy, any student-athlete maybe tested for any reason at anytime at the discretion of the Head of School or Athletic Director.

- This applies to all students 7-12th grade.
- If a student-athlete fails a first drug test, that athlete will be immediately suspended from all games and practices currently in season.
- Student may return to games and practices following completion of required rehabilitation program and tests negative in all areas of the follow up drug test given by LSA personnel.

Athletic Eligibility Forms:

All student-athletes must have the following forms on file with the school before participating in practice or competition:

- Certified Birth Certificate
- Physical Form
- Medical History Form
- Medical Release Form
- Sportsmed and The Orthopaedic Clinic Release Form
- Participation Permit Form
- Consent to Treat Form
- Concussion Information Form

Academic Requirements:

Students must meet both AISA and LSA grade requirements prior to participation in a sport.

AISA Guidelines:

For 7th – 9th Grade:

Students “must have passed the previous grade and promoted to the next.”

For 10th – 12th Grade:

Students must have six (6) credits the previous academic year to be eligible for 1st semester.

Note: A minimum of 4 core credits must be included in this requirement (English, History, Math and Science). To earn or retain 2nd semester eligibility, students must have three (3) new credits with a minimum of 1.5 of the credits being that of core subjects (English, History, Math and/or Science).

LSA Guidelines: (in addition to AISA Guidelines)

- Students must have an overall minimum 2.0 GPA in core subjects for the semester.
- All core subjects (English, History, Math, Science and Foreign Language) must receive a passing grade each semester.

Make-up and Recovery Program:

In accordance with AISA and LSA policy, students are allowed to make up credits in order to regain eligibility status under the following conditions:

- Provider must be approved by LSA
- Make up work may not begin until end of failed semester
- Student must discuss with principal or counselor academic plan and timeline.
- Coursework must be completed by date set by AISA and LSA for eligibility.

Students should be aware that coursework does not replace other grades earned at LSA. The coursework is added to student's transcript.

For further details regarding credit recovery, please see the Upper School Principal or Guidance Counselor for more details or to discuss academic needs.

ETHICS AND CODE OF CONDUCT

Sportsmanship

LSA students, athletes, coaches, and fans will display good sportsmanship at all times. Sportsmanship is best described as a commitment to fair play, ethical behavior, and integrity with respect to the game. This includes social media usage.

Student-athletes should compete skillfully guided by the rules and challenge their competitor's with respect to performance.

Failure to follow good sportsmanship policies outlined by the AISA/LSA can result in suspensions, disciplinary action, fines, or permanent expulsion from ASIS/LSA athletic sponsored events.

Student Appearance

AISA Appearance Policy—Students may not participate in events;

- With visible body art (Tattoos)
- No face painting by athletes
- No jewelry or body decorations (piercings)
- Students may not participate with Facial Hair below the lobe of the ear and/or below the nose.
- Non-traditional hairstyles or unnatural coloration of the hair is prohibited.

Overview of Code of Conduct

For the Coaches:

- To ensure that all rules and regulations set by the AISA, LSA Athletic Policy, Athletic Handbook, and Student Handbook are met and enforced at all times.
- To promote sportsmanship.
- To attend Risk Management Training.
- To manage the budget by getting a signed and approved PO before making purchases.

For the Student-Athletes:

- Are to be present at all practices, meetings and games. The athlete should discuss conflicts with the coach.
- Are to follow school policies both on and off campus.
- Are to follow all team rules outlined by their Head Coach.
- Are to exercise self-control while accepting judgment of coaches and officials.

COMMUNICATION

The following guidelines are intended to aid coaches, parents, and student-athletes in expectations of communication.

Communication Parents Can Expect from Coaches

1. Location and time of practices and games.
2. Description of coach's philosophy.
3. Coach's expectations for all players on the team as well as the individual student-athlete.
4. Team requirements, i.e., fees, special equipment, off-season conditioning.
5. Notification when a student-athlete is injured during participation.
6. Notification of disciplinary action resulting in removal of student-athlete from participation.
7. Request for support toward the commitment of the program. For example, coaches may ask a parent's help in ensuring that a student-athlete is at practice on time or imposing a reasonable curfew.

What are appropriate concerns for parents to discuss with coaches?

1. The treatment of their child, both mentally and physically.

2. Skill improvement and development.
3. Concerns about their child's behavior.

What things are not appropriate for parents to discuss with coaches?

1. Playing time.
2. Team strategy.
3. Play calling.
4. Other student-athletes.

Communication Coaches Should Expect from Parents

1. Individual concerns expressed directly to the coach.
2. Advance notification of any schedule conflicts.
3. Support toward the commitment of the program. For example, coaches may ask a parent's help in ensuring that a student-athlete is at practice on time or imposing a reasonable curfew.

If a parent has a concern to discuss with a coach, what procedure should be followed?

1. Make an appointment with the coach. It's our recommendation to wait 24 hours before contacting the coach of the incident you would like to discuss.
2. If the coach cannot be reached, call the athletic director to set up a meeting.
3. Please do not attempt to confront a coach before, during, or after a game or practice. These are emotional times for both the parent and coach and this period does not promote objective analysis of the situation.

What can a parent do if the meeting with the coach did not provide resolution?

1. Call or Email to set up an appointment with the athletic director to discuss the situation further.
2. At this meeting the appropriate next step can be determined.

Unacceptable communication

1. Physical Threats.
2. Using profanity.
3. Entering the playing area.
4. Intimidating or harassing the players, coaches, officials or fans that could result in ejection.

*****Violation of any of these actions he/she may be asked to leave the school property. Furthermore, such actions could result in the issue of fines, legal action, denial of access, or a ban from future athletic events per LSA and AISA policies. School administration reserves the right to make this decision.***

MEDICAL AND SAFETY

Risk Management Program

The Athletic Director in conjunction with school administration, doctors, athletic trainers, and coaching staff will implement care with the emphasis on: 1) reducing chance of injury to the athlete, 2) proper care and treatment of injured athlete, and 3) provide a safe environment with qualified staff.

Parent/Student-Athlete Awareness.

1. Coaches schedule joint meetings of parents and players prior to start of each sport.
2. Discuss possibility of injury while participating.
3. Equipment care and use and limitations.
4. Conditioning requirements
5. Fundamental and techniques being taught and physical requirements
6. Specific rules of the sport
7. Individual accountability of athlete to make coaches aware of injuries or disabilities.
8. Insurance Coverage, Permission to Treat, and Parents permit to participate

Supervision Requirements

1. A coach/administrator must be on site in the supervisory capacity at all times when equipment and facilities are in use.
2. Recommend that a certified CPR person be on site for all practice sessions, games, and conditioning drills.

Emergency Action Plan and Emergency Communication Overview

Please see EAP Handbook for more details.

In the case of Physical Emergency:

1. Athletic trainers will take control of an emergency.
2. If athletic trainer is not present, head coach should take control of the situation once EMS has been called.
3. Assistant coach will call 911 and then direct EMS to the athlete in need.
4. Head coach/athletic trainer will remain with athlete until EMS arrives.
5. The head coach should inform the AD immediately of the emergency situation.
6. Transportation of athlete: Athletic trainer or a designated coach will remain with participant until parent or guardian arrives. In the event a parent or guardian cannot be contacted, AT or head coach should remain with student-athlete.
7. Preferred Facility: East Alabama Medical Center 2000 Pepperell Parkway, Opelika Alabama 36801

Automated External Defibrillator (AED):

Is located in the Athletic Training Room or Elementary Nurses Office.

Severe Weather/ Tornado:

- Safe areas include weight room and the last room on each hall in pre-K and upper school building.
- Watch—prepare for warning and monitor the situation
- Warning—Clear field and head to safe rooms

Lightning

Play will be suspended upon either of 2 criteria;

- Lightning within eight (8) miles of facility (monitored by lightning detector)
- Flash to Band Method—40 seconds between lightning seen and thunder heard.
A coach or an administrator will direct all athletes and staff to a safe location.

Fire

In the event of a fire, pull the fire alarm and clear facility immediately. All coaches, student-athletes, and fans must vacate the athletic facility and remain at least 500 feet from the building until emergency personnel arrive.

OPERATIONS

Team Policies:

Each sport may require additional expectations of their participants. These policies must be consistent with all LSA/AISA policies and never contradicted. The athletic director and head coach of the sport may approve these additional requirements. These additional policies may be enforced once the coach has both a player and parent meeting informing the participants of these expectations.

Transportation:

Transportation to and from all athletic events will be coordinated through the athletic director, coaches, and school administrators. Decisions will be based on availability, number traveling, distance, and priority. Every effort will be made to accommodate participants and to minimize the loss of classroom time. The head coach will coordinate communication to the students and parents of travel arrangements. If school transportation is not available we will coordinate with parents, coaches, and staff on other options.

Athletic Facilities and Equipment:

LSA Athletic facilities and equipment are to be used by only our student athletes under the supervision of faculty and staff. Anyone not employed by the school must get approval by filling out the schools facility user agreement. All equipment purchased and owned by LSA must be inventoried and maintained by the athletic department. If anyone damages or misuses the school facilities or equipment, it must be reported to school administration immediately. Individuals or teams may be held financially liable for replacement or repair of damages.

Fundraising:

Athletics primary resource of funding is done through the All-Sports Booster Program, which included sponsorships and advertising. Each sport receives a yearly budget and it is the coaches' responsibility to manage these budgets and request to the AD and Head of School expenditures not budgeted.

Additional fundraising activity must be submitted to the Head of School and Development Office for approval.

Official Athletic Logo:**Team Fees and Spirit Packs**

Teams will have a participation fee to cover the costs of meals, hotel rooms, tournament entry fees, etc. These fees will be submitted by the head coach to the athletic director for approval before parents are notified.

Teams may require student-athletes to purchase spirit packs for their season. These spirit packs will contain items at the discretion of the head coach that could include game day travel, uniform, warm-up, weather gear, etc. These spirit packs will be presented and approved by the athletic director before parents are notified.

Media and Public Announcements

Local media frequently cover athletic news and events for our sport teams. Student-athletes may be videotaped or photographed by the media while participating in practices and/or games. In addition, the media often may feature individual athletes. Athletes should notify their coaches or athletic director anytime a member of the media contacts them to insure the legitimacy and credentials of the media outlet. Parent's who do not want their student-athlete to be interviewed by the media or photographs to be used on school publications should notify the school administration of this request.



Lee-Scott Academy Athletic Handbook

NOTICE OF RECEIPT

1601 Academy Drive Auburn, Alabama 36801 Phone # 334-821-2430

We hereby acknowledge by our signatures that we have received and read or had read to us the LSA Athletic Handbook. We understand that these policies apply to all student-athletes and parents at Lee-Scott Academy.

Student - Athlete Signature: _____

Parent/Guardian Signature: _____

Parent/Guardian Signature: _____

Date: _____

NOTE:

- The student is to sign the above statement.
- If a family has more than one child participating in athletics each student-athlete must have a separate signed copy.
- If the student lives with two parents or guardians, both are to sign the statement.
- If the student lives with only one parent or guardian, only one is to sign.
- Please sign this page and have the student return it to his head coach prior to the start of the season.
- Keep the Athletic Handbook for future reference.



Permission to Release/Sign-Out

I understand and agree as a parent/guardian of _____,
that I am releasing Lee-Scott Academy, their directors, coaches and faculty,
from the responsibility and liability for the transportation of my child from
this school related activity.

Event/Match

Date

Print Parent/Guardian Name

Sign Parent/Guardian Name



Lee-Scott Academy
Student Transportation Consent and Release

There are times during the school year when activities, athletic events, and practices will be held away from the school. Lee-Scott will serve to provide transportation for the student-athletes, but there are times when students may require other transportation options. Please review the transportation options listed below for your student.

I/we hereby give my/our student, _____
permission to:

- ride to and from activity events and practices on school authorized vehicles,
- ride with his/her parent /legal guardian,
- ride with an adult licensed driver that has been recorded by the school as an insured authorized driver,
- ride with a sibling who is at least 16 years of age and a licensed driver.

Note:

A student-athlete may not travel by any other option unless they complete a written request for that specific event that has been signed by the parent(s), coach, athletic director, and school administrator prior to release. The optional transportation request form should be requested by the athlete from the coach or athletic director. Optional transportation requests should be approved a minimum of two (2) days prior to the event date.

Disclaimer:

In consideration of LSA allowing the above-named individual to participate in athletics, we agree to release and hold LSA, its athletic coaches, and other employees free, harmless, and indemnified from and against any and all claims, suits, or causes of action arising from or out of injury that the student-athlete may suffer from participation in athletics and the transportation to and/or from athletic events other than an injury from gross or willful negligence.

PARENT/GUARDIAN SIGNATURE

DATE