



*Educating for Life*

*"The Lord is a Warrior; the Lord is His name." Exodus 15:3*

# **Athletic Handbook 2024-2025**

*Trinity Christian School  
200 Trinity Way  
Morgantown, WV 26505*

**MAIN LINE:** (304) 291-4659

**ATTENDANCE:** (304) 291-4659

-----  
Superintendent  
**Amanda Darby**  
K-12 Principal and Director  
of Licensed Programming  
**Anna Fuqua**  
Assistant Principal  
**Ashley Murdock**  
Assistant Principal

**Jason White**  
Athletic Director  
**Katie Boone**  
Assistant WELL Director  
**Marissa Shipp**  
Guidance/Registrar  
**Ben Guillow**  
Admissions/Employee Services  
**Tish Kelley**  
Front Desk/Attendance

## **Hours**

School Hours: First Bell 7:45 (K-5) 8:05 (6th-12th) Dismissal Bell 2:45 PM (K-5<sup>th</sup>) 3:05PM (6<sup>th</sup> – 12<sup>th</sup>)

Office Hours: 7:30 AM to 3:20 PM (each regular school day)

The school office is closed during school holidays.

**All staff email addresses consist of first initial-last name @tcsww.org**

**This handbook may be periodically reviewed and updated as necessary. The most current version will be available upon request and on the TCS website.**

*Dear Athletes and Parents,*

*The purpose of this handbook is to provide parents and athletes with the philosophy and guidelines of the TCS Athletic Department. It is important to remember that in our desire to win we must not forget the mission of TCS where we “seek to glorify God through honoring Christ, inspiring excellence, and educating for life” Competition in athletics provides unique opportunities for us to accomplish this mission as we are not only able to disciple those in our school, but also have a positive influence outside our school campus.*

*This booklet is required reading for athletes and their parents. Once each of you has read the booklet, please sign the Athletic Contract, complete the WVSSAC Physical Exam Form, concussion test, and submit them online at <https://studentcentral.bigteams.com/> along with your \$75 fee before participating.*

*The guidelines here are not exclusive of school policy and may be changed as necessary. TCS does not limit itself to the remedies outlined here and will work with each athlete and their parents to resolve all situations.*

*It takes a huge commitment by athletes and parents to create and maintain a highly successful, Christ- centered sports program. Reading this handbook will help you understand and support our school’s expectations.*

*Once an athlete commits to playing a sport at TCS, our desire is that it will be a great experience and provide good memories, new friends, and life lessons to assist in serving the Kingdom.*

*Jason White  
Athletic Director  
Trinity Christian School*

**We will strive to develop and demonstrate excellence in the following areas:**

**Competition** (*Matthew 25:14-30 God gives talent and there is an expectation of improvement, and 2 Thessalonians 1:11 "... and that by His power He may fulfill every good purpose of yours and every act prompted by your faith."*)

- Focus on excellence and fulfillment of one's God-given talent refusing to define success solely on the contest's final score. This is what builds lifelong character.
- A genuine respect and concern for our opponents and the realization that a worthy foe elicits the best in us.

**Academics** (*Proverbs 23:12 "Apply your heart to instruction and your ears to words of knowledge."*)

- Coaches and programs that promote a genuine desire for learning among our student-athletes.
- Coaches and teammates who provide accountability and motivation toward excellence in academics and overall progress toward graduation.

**Personal Growth** (*Proverbs 2:9-11 "Then you will understand what is right and just and fair—every good path. For wisdom will enter your heart, and knowledge will be pleasant to your soul. Discretion will protect you, and understanding will guard you."*)

- Commitment to use the athletic experience as a vehicle to develop the whole person.
- The establishment of a true and lasting legacy within our programs based upon our student-athletes' future roles as leaders (husbands/wives, parents, employers/employees, friends, etc.)

**Community and World Impact** (*Matthew 28:19-20 "Therefore go and make disciples of all nations..." Mark 12:31*)

- A whole-hearted commitment to use the athletic experience as a platform for sharing the gospel of Christ.
- Student-athletes and coaches who will seek to model the life of Jesus Christ through acts of service toward their teams, the TCS campus, the Greater Morgantown Area, and the world.

**To evaluate our athletic programs and all persons involved in them in the light of the Bible** (*2 Timothy 3:16; Psalm 119:105, 130; Psalm 139:23,24; Hebrews 4:12 "For the word of God is living and active. Sharper than any double-edged sword, it penetrates even to dividing soul and spirit, joints and marrow; it judges the thoughts and attitudes of the heart."*)

To use athletics to train boys and girls to walk in a manner consistent with the Scriptures (Deuteronomy 6:4-9; 1 John 2:6; John 15:10; 1 Corinthians 9:24 “Do you not know that those who run in a race all run, but one receives the prize? Run in such a way that you may obtain it.”)

To cooperate with our parents as we labor together in the process of training the people entrusted to us (Ephesians 6:1-9; Romans 12:3-8; Galatians 5:13-15 “You, my brothers, were called to be free. But do not use your freedom to indulge the sinful nature; rather, serve one another in love ...”)

To teach each of our athletes to do all they can to strengthen the team, doing their part for the good of the whole (Philippians 2:1-11; Ephesians 4:1-6; Romans 12:3-5 “...so in Christ we who are many form one body, and each member belongs to all the others ...”; Romans 15:1-7; 1 Corinthians 12:12-26)

## *Table of Contents*

<b>Mission Statement</b>	<b>5</b>
<b>Introduction and Philosophy</b>	<b>5</b>
<b>Our Responsibilities to God</b>	<b>6</b>
<b>Our Three Basic Rules for All of Our Teams</b>	<b>6</b>
<b>Approach to Competition</b>	<b>6</b>
<b>Athlete Playing Time Policies and Guidelines</b>	<b>7</b>
<b>Chain of Command</b>	<b>8</b>
<b>What to Expect from TCS Coaches</b>	<b>9</b>
<b>Communications</b>	<b>10</b>
<b>Sportsmanship for Parents and Spectators</b>	<b>10</b>
<b>Parent Support and Cooperation Guidelines</b>	<b>11</b>
<b>Expectations for the Athlete</b>	<b>12</b>
<b>Requirements for Participation</b>	<b>13</b>
<b>Athletic Fee</b>	<b>13</b>
<b>Age</b>	<b>13</b>
<b>Academic Eligibility</b>	<b>13</b>
<b>Home School Student-Athlete Participation</b>	<b>16</b>
<b>Classroom Assignments and Homework</b>	<b>16</b>
<b>Injuries/Insurance</b>	<b>17</b>
<b>Financial Obligations and Equipment</b>	<b>17</b>
<b>Athlete Dress Code</b>	<b>17</b>
<b>Athletic Practice Dress Code</b>	<b>18</b>
<b>Dress Code for Post Season Awards Ceremonies</b>	<b>18</b>
<b>Post Game Day Policy</b>	<b>18</b>
<b>Transportation Policy</b>	<b>18</b>
<b>General Athletic Team Policies</b>	<b>19</b>
<b>End of the Season Awards</b>	<b>20</b>
<b>Lettering Guidelines</b>	<b>20</b>
<b>Summary</b>	<b>21</b>
<b>Suggestions for Parents from the Trinity Christian School</b>	<b>21</b>
<b>Athletic Contract and Acknowledgement of Risk Forms</b>	<b>23</b>
<b>Signatures</b>	<b>25</b>

# Trinity Christian School

## Middle/High School Athletic Handbook

### Mission Statement

*The mission of our school is, “Trinity Christian School seeks to glorify God through honoring Christ, inspiring excellence, and educating for life.” In our desire to compete and win, let us abide by the mission.*

### Introduction and Philosophy

Athletics at Trinity Christian School are an integral part of the school’s total educational program. The athletic program is based on interscholastic competition. The level of participation is arranged for each student appropriate to his or her age, development, ability, and interest. Athletes should be aware that participation in sports is a privilege, **not a right**, and that athletes earn that privilege through academic achievement, athletic skill, work ethic, and a respectful attitude.

While varsity competition puts a greater emphasis on winning, the purpose of the sub- varsity program is to prepare athletes for the varsity level. Winning is not the only goal of sub- varsity competition, or “end in itself,” but this experience does attempt to teach team commitment and a winning attitude and at the same time develop the skills of the individual athlete. The purpose of the athletic program, regardless of age level, is to develop endurance, strength, coordination, self-confidence, and teamwork as well as to develop recreational habits that will be of value in later life. Athletics also provide opportunities for students to learn to deal with adversity. Young people who experience the meaning of sportsmanship while caught in the grips of athletic competition receive a meaning to life that is seldom afforded in the pilgrimage of man. May we always support the true purpose of the student-athlete in keeping with a Christ-centered approach to living with Him.

Many athletes consistently state that their parents do not understand their child’s role on the team and consistently feel that their child’s role is larger than what the athlete knows it to be. This situation often turns into frustration and second-guessing and frequently puts the athlete in the middle between the coach and parent where the athlete can only lose. One of the greatest gifts parents can give their athlete is to “release” their son or daughter to the coach. Trinity Christian School works hard to hire coaches that have a love for the Lord, young people, and their sport. During an athlete’s season, parents must share their player with the coach and the team. The earlier a parent is able to release the athlete to the caretaker of the team, the sooner the athlete can really develop and grow. By releasing their young athlete to the game and coach, parents are telling their children that they earn all successes themselves, all failures are theirs, and all problems are theirs. There are not many places in a young person’s life where the parents can say, “This is your thing.” We ask that both parents and athletes understand that athletic participation is a privilege and that it is an honor to be a part of any team.

## **Our Responsibilities to God**

Christians are ambassadors for Christ and the light of the world. 2 Corinthians 5:20 states, *"We are therefore Christ's ambassadors, as though God were making His appeal through us. We implore you on Christ's behalf: Be reconciled to God."* The TCS Athletic Department's top priority is to exemplify the character of Christ. Therefore, it is essential that every coach, every player, every parent, every student, and every fan maintain a good Christian witness at all of our athletic events. Other teams and their fans, both Christian and non-Christian, are watching us, and we have a great opportunity to display God's honor so that they might be drawn closer to Jesus and His saving grace. How does the world know that we are authentic followers of Christ? By the love we demonstrate and by our unity. Jesus said, *"By this all men will know that you are My disciples, if you love one another."* (John 13:35) He also prayed for us: *"May they be brought to complete unity to let the world know that You sent Me and have loved them."* (John 17:23)

## **Our Three Basic Rules for All of Our Teams**

We want to produce the highest quality athletic program possible. This will require a lot of self-discipline on the part of our athletes. Our three basic rules listed below are a cornerstone to achieving athletic success:

- **Eliminate Excuses**
- **Deliver Your Own Message**
- **Teamwork/Sportsmanship (We over Me)**

When these guidelines are adhered to, our athletes become much more responsible, which then produces stronger teams.

## **Approach to Competition**

Tryouts are often utilized for team sports offered. In order to maximize one's potential, the head coach has the discretion to determine a final roster. Not everyone has the talent to play sports at a high level, and that is fine as the Lord gives us all different talents and skills. If an athlete does not make a team, we implore parents to assist in the development of their child's skill level and try again the next season.

At all levels we will strive to put the team on the court or field with the athletes that are best qualified. We are looking for qualities that include sport fundamental talents, attitude, work ethic, and academic progress. Each team has a maximum number allowed on the roster; however, a coach may carry less if he/she chooses. An athlete's playing time will be determined by athletic ability, coachability, attitude, attendance, and academic eligibility. The coach will determine how much each player will play according to the strengths and weaknesses each player exhibits. Each player is competing for playing time and a starting position. At the varsity level, an athlete is never guaranteed playing time or a starting position. The coach will determine an athlete's playing time according to the athlete's overall performance in practice, games, in the classroom, and circumstances of the contest at hand. It is our desire to place athletes in areas where they will be successful.

**The head coach will oversee all team selections. If a sport has cuts, the procedures are as follows:**

1. The head coach must participate in the evaluation of all athletes on all levels of the program. (Assistant coaches will help in the evaluation.)
2. The head coach will make the final decision about all cuts.
3. Each athlete who does not make a team will be personally informed by the coach with a reason and an encouragement to not give up.
4. Cut lists will not be posted.

### **Athlete Playing Time Policies and Guidelines**

**The Athlete should:**

- Practice so intensely that the coach rewards the athlete with playing time. Coaches notice intensity in practice, not occasional periods of intensity, but every day, every minute intensity. To have any legitimate reason to talk to a coach about playing time concerns, a player must bring to that meeting a history of practicing with excellence.
- Understand everything the team does, both offensively and defensively. Know all of the plays. A player can't expect to play if his coach has doubts about his understanding of what to do in the game.
- Develop knowledge of as many positions as possible. You never know when the opportunity may come due to another player's injury, absence, illness, or another reason. Be ready to go whenever and wherever needed.
- A strong desire to play, whether for long or short periods of time; be ready by staying in the game mentally while on the bench. When the coach starts to think about whom to sub into a game, your chances of being chosen will be increased if he sees you focused, aware of the game situation, and encouraging your teammates from the bench. Body language is effective here. Do not interact with the fans in a negative manner.
- If one is coming off of the bench, genuinely cheer for those who start. A true team player will cheer for those that are playing in the game.
- If one is a starter, be genuinely glad when the subs get to play, and cheer for them. A starter can easily become spoiled and selfish. The position is earned not given. When one is given something without earning it, it is an inappropriate team mentality. Respect the subs for the role they play in practice, pushing you to become a better player.



## **The Parent Should:**

- Consider the “big picture” before becoming critical. Remember that you are not at practice, and often game to game decisions are based on what happens in daily practice. Give the coach time to evaluate their players, to see who gets the job done. Realize that even the best players have an “off night” and that a less talented player can have a great game and deserve to be in the game more than usual.
- Avoid sowing seeds of dissention. Resist the urge to talk to other parents or fans about your dissatisfaction. Everyone loves to have company in their misery, but no good ever comes from it.
- Encourage your athlete to talk to the coach when playing time questions exist. Avoid robbing your child of a wonderful opportunity to mature and develop communication skills of his/her own. You may need to help them think through what to say to the coach. Support the coach even though you may not agree with their decisions. It will make your athlete’s experience a much better one overall.
- Understand that if athletes or parents step out of any expectations, TCS administration and athletic director may remove the athlete from the team. Best practices state that a 24-hour grace period is to be given regarding any concerns or problems with the coaches, players, and/or administration. A meeting will take place based on request from any of the parties.

## **Chain Of Command**

Many of us want to go straight to the top with a complaint; however, every successful organization follows an established chain of command. By doing so, Trinity Christian School Athletic Department will maintain a high level of accountability. Please remember the 24-hour Rule (a 24-hour grace period) which is to be given regarding any concerns or problems with the coaches, players, and/or administration. A face-to-face meeting will take place based on request from any of the parties.

All matters must be dealt with according to the Matthew 18:15-20 principle: *“If your brother sins against you, go to him privately and confront him with his fault. If he listens and confesses it, you have won back a brother. But if not, then take one or two others with you and go back again, proving everything you say by these witnesses.” (Matthew 18:15-20)* **As a school, we follow the Matthew 18 Principle that is simply stated...**

1. Step 1: Go to the person face to face with whom you have a conflict. We have found that written communication, if possible, is the most effective way to set up a one on one meeting. Approach the person with humility, looking to yourself lest you also be tempted, and state the concern. If the concern is legitimate and an understanding is reached, the goal has been achieved.
2. Step 2: If the conflict remains, then you are obligated to bring the concern to the attention of a second witness party. In the case of issues concerning Trinity Christian School students or issues relating to the team, go first to the coach

involved and then, if unresolved, the athletic director. If an understanding is reached, the goal has been achieved.

3. Step 3: If the conflict remains, then you are obligated to bring the concern to the attention to the coach, athletic director, and the superintendent. A meeting will be convened with the person with whom you had the original conflict, the second witness and principal, and the superintendent for a final decision.

With the use of the Matthew 18 principle and a prayerful spirit, God will grant us, as individuals, the ability to tactfully confront one another and to hear with humility.

It is important that after 24-hours coaches listen to parents and their concerns. The coach has a responsibility to all parties to explain individual decisions that directly affect the student-athlete. However, the coach does not have to arbitrarily or automatically change their decision. Parents should not expect coaches to justify playing time, specific substitution decisions, starting lineups or play calling decisions. Meetings with parents and coaches should focus on overall coaching philosophy, strategy and needs of the team, especially as they may impact the student-athlete. The coach must communicate with the parents as this is a vital component of coaching.

A coach appreciates communication from the athletes regarding team or individual situations. A coach will not “hold it against” an athlete for wanting to talk about a situation. If a parent wants to speak with a coach about a concern, it should be done at a suitable time via face-to-face appointment. **Discussing problems with a coach before or after a contest is not an appropriate time and a coach must never be confronted before or after a practice/game. The 24-hour rule is key in these instances.** For example, if a parent wouldn’t walk into a classroom during class time and discuss with the teacher about poor grades, please do not confront the coach in a public setting. Problems get solved in meetings not in the public arena. If the concern still exists after meeting with the coach, the concern should be taken to the Athletic Director. (Step 2 of The Matthew 18 principle)

*The chain of command is not complicated; it is essential in avoiding problems. More importantly, we are commanded in Matthew 18:15-20 to confront in an orderly fashion.*

## What to Expect from TCS Coaches

We endeavor to select men and women that are committed to Christ and demonstrate a life under the control of the Holy Spirit, love young people, and are knowledgeable in their sport. Each head coach will be familiar with first aid, go through WVSSAC coach’s training, and demonstrate an understanding of the rules and strategy of his/her given sport. Each coach is expected to be a Christian role model; regularly engaging the team in prayer, devotions, life lessons, and is actively involved in a Christ-centered church which believes in the authority of the Bible. Coaches should strive not only to disciple TCS athletes but also lovingly desire to present truth to opposing teams as well.

Coaches are trained to hold meaningful, organized practices emphasizing the fundamentals of their sport. Each coach will hold a pre-season meeting for prospective athletes before tryouts to provide information about the sport. Coaches will follow the TCS tryout policy for their sport (handed out at the preseason meeting) and then hold a parent information meeting.

Meetings will occur during the first week of practices. Coaches will be reaching out to the parents/players when this will be happening.

## **Communications**

### **Direct Communication between Coaches and Athletes**

With regards to direct communication (any electronic communication) between coach(es) and individual athlete(s), and communication between an athlete and a coach should always have the parent of the athlete involved or copied into the conversation. If the communication is a phone call, the parent needs to be involved on speaker or conference call. This is for the protection of both the athlete and the coach.

The preferred method of communication between coaches, athletes, and parents is a social media texting app such as GroupMe, or a similar format as set forth by the Athletic Director. This type of group communication protects those involved in the conversation due to accountability. The Athletic Director will maintain the communication platform. Social media platforms that disappear (such as Snapchat and the like) are not permitted as they are NOT approved platforms of communication.

### **Missing Practice**

1. If your athlete must miss a practice or contest for family reasons that are unavoidable, **the athlete** must let the coach know directly as soon as possible.
2. If you have a valid question or comment, verbalize it to the appropriate person (most often the coach). Choose an appropriate time and do so in a positive way. Some issues are best handled during the off-season.
3. Remember that the coach is the designated person in charge. You may not understand or agree with some of his/her philosophies or decisions, but be willing to give the benefit of the doubt and show your support.

## **Sportsmanship for Parents and Spectators**

It is important to make guests at our school activities feel welcome. All visitors should feel as though they have been treated fairly and dealt with in a sportsmanlike way. The skills of the visiting team should be recognized and appreciated. Everyone needs to work to create a positive atmosphere at Trinity Christian School. The following behavior is not acceptable at any contest: booing or jeering, mocking or taunting, yelling negative comments to officials, coaches, fans, or athletes, or using improper language (cursing, boasting, or disrespectful speech). Never confront officials or other participants during or following a contest. If a problem occurs, inform the school administration, and allow them to deal with the situation. A game official or school administrator (or their designee) or a TCS Board Member has the authority to remove anyone from the confines of an athletic contest for unsportsmanlike behavior. The school may also deny the privilege of attending future contests.

## Parent Support and Cooperation Guidelines

1. Our home game helpers are our athlete's parents. If your student is on a team, we are relying on you to help carry the workload. We attempt to schedule parent workers before or after their athlete's team is playing. Parents will be presented a sign-up work chart to help in the concession stand, post game clean up, or collecting admission at the gate. We encourage you to sign-up for duties when your child is not participating. **If you cannot work your slot, it is your responsibility to find a substitute worker.** Please help with cleaning up after home games whenever you can so that the job is easier for all.
2. High School athletes may not drive themselves to away games, no matter the distance or circumstances. It is the parent's responsibility to make sure the player arrives at all games – home and away – on time, as established by the coach, unless there are unforeseen factors. Parents will carpool players to away games if they need a ride.
3. Be a role-model, not a critic: model appropriate behavior, poise and confidence.
4. Attend the early season parent meeting.
5. View the game with team goals in mind.
6. Attempt to relieve pressure, not increase it.
7. Encourage multi-sport participation.
8. Release your athlete to the coach and the team.
9. Look upon opponents as friends involved in the same experience.
10. Accept the judgment of the officials and coaches; remain in control.
11. Demonstrate winning and losing with integrity. Be an encouragement: encourage athletes to keep their perspective in both victory and defeat.
12. Be a good listener.
13. Accept the goals, roles, and achievements of your athlete.
14. Attend every contest that is feasible. Being at the game is important to your athlete. However, do not try to live vicariously through your child. Be positive and supportive without adding undue pressure and unrealistic expectations.
15. Belief in and support of the coach's judgment, character, actions, strategy, and overall philosophy will help your child do the same. In contrast, criticism and constantly questioning a coach's actions and overall program will likewise lead the student-athlete in that way. The attitudes and ideas communicated in the home will often be carried out in the heart and mind of the athlete.

16. Help your student athlete stay eligible academically by monitoring and encouraging progress.
17. Help your child's team by being a score keeper, team mom or dad, driver, scoreboard operator, stat keeper, etc.
18. Be flexible whenever possible. As carefully as planning is done, changes in times and schedules sometimes need to be made.
19. Pick up players on time after practices/games. Our coaches work to finish on time.
20. Build up, rather than put down other team members. It is important that each one sees the other team member as a vital part of the team, regardless of the role or skill level.
21. Each team might have a Team Mom or Team Dad if the coach would like. (There can be more than one.) These parent helpers will assist in setting up car pools and arranging concession workers, while working closely with the team's head coach.

### **Expectations for the Athlete**

As a member of an interscholastic squad at Trinity Christian School, you have the responsibility of adding to the wonderful tradition that has been established and is currently being fostered in our athletic program. The tradition we are establishing is to glorify God by winning with honor and losing with grace. We desire to win, but only if in so doing we honor God. Such a tradition is worthy of the best efforts of all concerned. You must maintain a good attitude and athletic image in gaining respect of coaches and teammates. Cooperation and obedience toward coaches is expected. Disrespectful behavior and dissension will not be tolerated. Some offenses require, because of their very nature, a zero tolerance position. That is discipline with consequences (e.g., detention, out-of-school suspension, academic penalties, athletic or extracurricular ineligibility, probation, or expulsion) will occur regardless of the circumstances. Zero tolerance items include but are not limited to the following: the possession, sale, or use of drugs (including illegal performance enhancing drugs), any use of any type of vape , alcohol, tobacco and their related products or paraphernalia, sexual harassment, overt or obscene sexual behavior and language, any improper language (swearing, boasting, or disrespectful talk), the illegal use of or possession of weapons, the use of or possession of explosives of any kind, hazing, acts of violence against another person, dropping lockdown pins, setting fires, or false alarms.

### **Requirements for Participation**

#### **Physical Examinations**

Prior to the tryouts and first practice, a student must undergo a thorough medical examination and be approved for interscholastic athletic competition by a medical authority licensed to perform a physical exam. The exam must be completed after May 1st of the new school year.

The exam forms can be found on the [WVSSAC.org](http://WVSSAC.org) website. Upload them on the <https://studentcentral.bigteams.com/>.

### **Concussion Exam**

Prior to the first game, a student must complete the impact concussion test required by the WVSSAC. You can access this test by completing the link sent by the Athletic Director in your email at the beginning of each season.

### **Athletic Fee**

Student athletes must pay a \$75 fee for each sport in which he or she participates.

### **Age**

#### **WVSSAC § 127-2-4 Age Rule**

- 4.1. A student in high school who becomes 19 and a student in junior high school who becomes 16 before Aug. 1 shall be ineligible for interscholastic competition.
- 4.2. A student in high school who becomes 19 and a student in junior high school who becomes 16 on or after Aug. 1 shall remain eligible for the entire year.
- 4.3. A student in a middle school (eighth grade being the highest grade) who becomes 15 before Aug.1 shall be ineligible for interscholastic competition at that level.
- 4.4. A student in a middle school (eighth grade being the highest grade) who becomes 15 on or after Aug. 1 shall remain eligible for the entire school year at that level.

### **Academic Eligibility**

**First Consideration (Note: The WVSSAC eligibility rules take precedence and may not be set aside at any time.)**

#### **WVSSAC § 127-2-5 Semester and Season Rule**

- 3.3. A student academically ineligible by rule may begin practicing 15 school days immediately prior to the dates of regaining full eligibility provided all other eligibility requirements are met.
- 5.6. A student whose eligibility expires with the end of a semester shall not become ineligible until report cards are issued or five school days into the next semester, whichever is less. The student will be considered eligible any days between the two semesters.

## **WVSSAC §127-2-6 Scholarship**

- 6.1. A student is required to be enrolled in the equivalent of at least 20 periods (four subjects with full credit toward graduation) per week.
- 6.1. d. If a student has been declared ineligible according to the standards outlined above, the student may attend summer school at a local public school and have eligibility reinstated if the student meets the standards at the conclusion of summer school.
- 6.1. e. If a student has been declared ineligible according to the standards outlined above, the student may have eligibility reinstated at mid-semester (**end of 1<sup>st</sup> or 3<sup>rd</sup> marking period-this emphasis added by TCS for clarification**) if the student is meeting the standards at that time.
- 6.2. Note: Full credit is defined as one-half credit for a semester
- 6.5. A student not attempting four (4) full credit subjects during a semester must complete one 9 weeks of school work to regain consideration for eligibility.
- 6.7. Credit deficiencies cannot be made up after the last day of the semester, except in a case where a student whose final examinations and course credit are delayed due to illness which can be verified by a physician or as established by local Board of Education Policy.
- 6.8. The official school transcript will be used to determine a student's eligibility and will be regarded as final.
- 6.9. In accordance with §126CSR26 West Virginia Board of Education Policy 2436.10, Participation in Extracurricular Activities (C-Rule), students must maintain a 2.0 average to participate in interscholastic athletics.

### **Second Consideration (Note: Secondary consideration after meeting the WVSSAC policies)**

1. Athletes must maintain a 2.0 GPA with no failing grades following each grading quarter.
2. If an athlete has an "F" in any class at the end of any nine-week grading period, the athlete may be put on academic probation for a period of time to be determined jointly by their teachers, coaches, athletic director, and approved by the administration. The athlete will lose eligibility until the "F" is up to passing.
  - 2.1. The athlete will remain ineligible until the end of the two-week period where his/her grade will be reviewed.
  - 2.2. If there is still a failing grade, the athlete will lose eligibility until the end of that grading period.

- 2.3. That athlete may practice but not play in any contest (scrimmage and games).
3.
    - 3.1. This academic status will be indicated by the teacher and reported to the athletic director and coaching staff.
    - 3.2. During the outlined period, the athlete will be placed in mandatory lunchtime study hall and is expected to use this time to complete any missing work and perform any tasks needed to return to the required academic level.
      - 3.2.1. At the end of the designated period of time a grade check will be performed to determine if the athlete is to be relieved of academic probation. If not, another designated period will ensue.
      - 3.2.2. If at the end of the 2<sup>nd</sup> designated period the student is not performing satisfactorily, he/she may be placed on the ineligibility list. This will cause the student to both be placed in mandatory lunchtime study hall and/or a regular school day study hall.
      - 3.2.3. The athlete would still attend practice during this period.
      - 3.2.4. The athlete will attend home games and support his/her teammates on the sidelines for the game. The athlete will not be in game uniform (team gear/dressed up only). The athlete will not be allowed to travel to away games.
      - 3.2.5. At the end of this designated period a grade check will be performed to determine if the athlete is to have probation removed.
      - 3.2.6. Students interested in playing a sport are required to be passing ALL classes per semester and must maintain a 2.0 minimum GPA without a failing grade to be eligible. Students with an "F" are ineligible. Summer school at a local public school may offer classes to only be used to replace a current subject for GPA eligibility purposes.
      - 3.2.7. Eighth grade students moving into high school must achieve a 2.0 GPA without a failing grade coming in from 8<sup>th</sup> grade. If the now 9<sup>th</sup> grade student does not enter the 9<sup>th</sup> grade and have a 2.0 without any failing grades, he will be placed on probation. If he/she still has not achieved a 2.0 or higher after the first 6-week grading period, he/she will be ineligible until the next



three-week grading period in which he/she meets standard.

- 3.2.8. Attendance at a practice or game is mandatory. Unexcused absences may result in removal from the team.

### **Home School Student-Athlete Participation**

Home school students will be allowed to participate in interscholastic athletics at Trinity Christian School if the guidelines and expectations have been met:

1. The student has officially enrolled in at least one course on campus at Trinity Christian School.
2. The student has provided TCS with all of the completed forms required by this policy.
3. The student agrees to be subject to and abide by all WVSSAC rules, as well as the regulations of the school, pertaining to interscholastic athletic participation.
4. The student has received passing grades in the course.
5. The student has not changed schools without a corresponding move by their parent or legal guardian or by qualifying for one of the exceptions to the WVSSAC transfer regulation.
6. The student has not been enrolled in high school for more than eight semesters.
7. The student did not turn 19 before August 1, of the year in which he/she enrolls at Trinity.
8. The student is competing under his/her true name and has provided Trinity with their correct home address.
9. The student must attend chapel and lunch on designated chapel days to promote a familial camaraderie.

### **Classroom Assignments and Homework**

Athletes must complete assignments in a timely fashion to the best of their ability. Late work is not accepted. If an athlete falls behind in their work, he/she may be put on academic probation. The teacher will then report the student's probationary status to the athletic director. Action will be taken after discussion with the teacher and athlete. During a period of time to be outlined by the teacher, coaches and staff, the athlete will be placed in a mandatory study hall and is expected to use this time to complete any missing work and perform any tasks needed to return to the required academic level. This period will normally be a minimum of three days and a maximum of two weeks. At the end of the designated period of time a check will be performed to determine if the athlete is to be relieved of academic probation. If not, another designated period will ensue. If at the end of the 2<sup>nd</sup> designated period the student is not performing satisfactorily, he/she may be placed on the ineligibility list. This will cause the student to be placed in both mandatory study hall and practice study hall. The athlete will still wear game day dress, support his/her teammates on the sidelines of the game and attend practices where he/she will do homework. The athlete will not be allowed to travel to away games. At the end of this designated period a check will be performed. If at the end of this

designated period the student is not performing satisfactorily, he/she may be removed from the team roster as determined by their teachers, coaches and the school administration.

If an assignment, quiz, or exam is due on a given day, and the student is in attendance on that day, the student must turn in all assignments, take any quizzes or exams on that day before one leaves for a sporting event. Failure to do so will result in a zero given on the assignment, quiz, or exam.

## **Injuries/Insurance**

All injuries that occur while participating in athletics should be reported to the coach. If the injury requires medical attention by a doctor, it will be necessary to have an injury report form completed. A participating student must present the coach and trainer with a physician's release to resume participation following an illness or injury that was serious enough to require medical care. Parents are to maintain health insurance to cover athletes.

## **Financial Obligations and Equipment**

- A \$75 sports fee for athletic participation is assessed each time an athlete makes a team and is not refundable.
- School-issued uniforms are to be worn only for games/competition.
- Equipment/Practice gear – Athletes are responsible for the proper care and security of equipment issued to them. School-furnished equipment is to be worn or used only for contests and practice. All equipment not returned in good condition at the time requested at the end of the season will be subject to replacement value. Seniors will not be awarded their diploma until uniforms are returned or paid for. All other athletes will have a hold on their grades for not returning uniforms.

## **Athlete Dress Code**

Game day dress code is in effect for the entire school day. Athletes will come to school in dress code, travel to away games and return from their homes for home games in game day dress code. Teams that have a game following theirs will return to game day dress code before reentering the gym from the locker room. After games all student athletes must return to the game day dress code. No uniforms are to be worn home unless playing an outdoor sport. Male athletes must wear a collared shirt and khaki or dress pants. Girls are to wear appropriate dresses/skirts/pants as well as appropriate shirts and blouses. **If the Coach chooses and the Athletic Director approves, teams may have the option of purchasing a game day shirt or outfit to wear in lieu of the dress code described above.** All athletes on a team must go with one dress code or the other. Shirts must be tucked in at all times and pants must be khaki or dress. No jeans are allowed. Individual coaches will address practice dress code at the beginning of the season. However, all athletes are required to dress in a manner consistent with a Christian testimony. Extremes in fashions are discouraged for girls and guys alike because they tend to draw attention to the individual rather than the Lord they are called to serve. It is expected that coaches will have dress code policies consistent with or similar to the

PE dress code policy in the student handbook. Athletes failing to comply will be subject to consequences from their coach and/or Administration.

The school's dress code must be followed at all times when on campus. This means that all compression type shorts must be covered when on campus.

### **Athletic Practice Dress Code**

Athletes should maintain the ideal of being neat, clean, and modest; whether practice is during or after school hours, inside or outside. These guidelines should be followed year round by students every time they use the school facilities.

- 1) Shirts are to be worn at all times (both ladies and gentlemen). Tank tops are permitted, but girl's undergarments should not be visible. Altered t-shirts are not allowed. Sports bras must be covered at all times.
- 2) All practice shorts should be equal in length to regular uniform shorts for the sport in which the student participates. Longer compression shorts are encouraged under sport shorts.
- 3) Existing tattoos must be covered.
- 4) During competition, athletic tights or compression shorts may be worn. While at school, on the way to practice, before and after entering the arena of competition, all such tights or compression shorts must be covered.

### **Dress Code for Postseason Awards Ceremonies**

All students will be expected to comply with TCS school dress code. This is a formal event.

### **Post-Game Day Policy**

Athletes are required to have a written excuse if tardy to school on days following a game. If the athlete is tardy due to injury or illness, an excuse from a physician is required. When an athlete is tardy more than twice after games, it is up to the discretion of the Athletic Director as to whether the athlete is permitted to participate in practice or competition that day. If an athlete does not provide a written excuse when tardy on a day after a game, they will be deemed ineligible for practice or competition that day.

### **Transportation Policy**

TCS depends on parent carpools to transport players to away games. All drivers must meet the requirements outlined on the TCS Driver's Form in the school office and be cleared before they can transport any TCS athlete besides their own. (See form at end of this handbook.) Athletes are required to have a note from a parent to present to the coach before a game if he/she plans to ride back from away games with a different driver. Otherwise, all athletes are to ride to and from games with the driver they rode to the game with. **Athletes are not allowed to drive to away contests under any circumstances.**

## General Athletic Team Policies

1. If an athlete misses more than half a day from school for illness, he/she cannot participate in practice or game that day.
2. When a student is medically excused from school, he/she will also be excused from practice. The athlete must contact the coach and inform him of the situation.
3. If the athlete is in attendance at school by 11:00 a.m. or attends school on time and leaves after 12:00 p.m., he/she may participate in games and practices.
4. If the student-athlete attends school, he/she should also attend practice even if he/she does not suit up.
5. Athletes need to be at practice. Please schedule appointments and vacations around practice.
6. Players may be required to practice during weekends and school vacations. These practices are very important, and players/parents are asked to plan around them and attend.
7. Some TCS teams wear practice uniforms. Be in uniform for practice if applicable. Wash your clothes after practices.
8. Athletes suspended for any reason are not allowed to play during the suspension.
9. Athletes quitting a team are not allowed to receive any team awards at the conclusion of the season. In an effort to educate an athlete for life, if an athlete quits the team at any time including up to the conclusion of the end of season awards dinner, that athlete will forfeit the next season of sport of choice or the next season of sport be it that school year or the following. This may be reversed if the athlete initiates a discussion with and obtains approval from any three of the following:
  - A. The Head Coach of the team from which the athlete quit
  - B. the Athletic Director
  - C. The Principal
  - D. The Superintendent.

If unanimous permission is obtained from any three of the following: Head Coach, Athletic Director, Principal, or Superintendent, the athlete may be reinstated for the next season of sport of choice.

10. If an athlete has an unexcused absence from school anytime during the school day, he/she will not be allowed to practice or play in the game that day.
11. If an athlete has one unexcused absence from practice, he/she may not be allowed to play in a portion of the next athletic contest at the discretion of the coaching staff.
12. If an athlete's tuition bill falls in arrears by 60 days; the athlete will become ineligible to participate in all athletic contests until the account has become current or an acceptable financial arrangement has been made with the Finance Manager and/or Superintendent.

### **End of the Season Awards**

An awards night with athletes and families will be scheduled after the completion of Fall and Winter/Spring seasons. Athletes who are suspended for athletic reasons from the team during the season may not have the opportunity to letter or earn special awards. Awards will include letters and a leadership award with seniors given preference for this award. Other awards may be given by each coaching staff and are to be listed and announced before the beginning of each season.

### **Lettering Guidelines for HS Varsity Sports Only**

Letters shall be presented to an athlete who satisfied the participation requirements established for that particular sport, completes all team obligations, and receives the recommendation of the coach. The athlete must maintain a good attitude and athletic image in gaining respect of coaches and teammates. It may be possible for a coach to letter an athlete in a special situation such as an injury or illness where had this not happened, he/she probably would have lettered. All equipment must be handed in before a letter will be awarded. Coaches, along with the athletic director may determine to award a letter to any student who has consistently attended practice sessions and who has shown true dedication to the sport during the student's school career. For example, a manager/statistician may be awarded a letter after three (3) years of satisfactory service. Another example would be, a senior player who has participated in the program for three (3) years, has shown dedication to the program, and has made a contribution to the program, or upon the head coach's recommendation.

- |               |   |  |
|---------------|---|--|
| Cross Country | - | Must have run in 80% of all meets.                   |
| Volleyball    | - | Must have played in 75% of all games in a season.    |
| Golf          | - | Must have played in 75% of all matches in a season.  |
| Soccer        | - | Must have played in 75% of all halves in a season.   |
| Football      | - | Must have played in 75% of all quarters in a season. |
| Basketball    | - | Must have played in 75% of all quarters in a season. |
| Baseball      | - | Must have played in 75% of innings in a season.      |

- Softball - Must have played in 75% of innings in a season.
- Tennis - Must have participated in 75% of all matches.
- Track - Must have participated in 80% of all meets.
- Cheer - Must have participated in 75% of all games in a season.

\*All these games MUST be played at the Varsity level in order to receive the achievement

NOTE: Coaches may use their discretion to award letters where special circumstances exist such as an injury to a player who without the injury likely would have earned a letter.

## Summary

Trinity Christian School is seeking to represent Jesus Christ in each and every aspect of our campus activities. Our athletic teams are a very major aspect of that activity and integral to the education we provide our students. On the fields or courts of competition is where who you really are comes out and shows. We want our student-athletes, as well as our coaches, parents, and administration all striving and pulling together for the same goals. Our number one priority is always to glorify our Lord and Savior Jesus Christ. If this is constantly taking place in all of the lives of the people involved at Trinity Christian School, we will be seeking to serve our Lord Jesus Christ to the best of our abilities in each and everything we do.

We look at each student-athlete as a unique and valuable individual with God-given gifts and characteristics that are to be nurtured in order to become the best servant of Christ.

Our prayer at Trinity Christian School will continue to allow God to show through all of our activities in order that He may be glorified. And that by showing His love to others through our Athletic Program, that many more can come to the saving knowledge of our Lord and Savior Jesus Christ. Our actions do speak louder than our words to the world around us. Let us constantly be aware of our responsibility to serve Jesus Christ in everything we say and do.

## Suggestions for Parents from the Trinity Christian School

### Athletic Department

**Parent support can be a strong and sustaining part of the success of an athletic program. Therefore, it is important to recognize certain attributes of “Do’s and Don’ts” that are important to the ongoing success of the program. The following list of suggested “Do’s and Don’ts” might be helpful as a guideline to the aforementioned support. Many of these have already been discussed in the content of the policy manual. Hopefully, this will serve as a quick reference for parents to better support the Athletic Department.**

**DO** help support the overall athletic program.

**DO** always encourage your athlete to do their best and to accept responsibility for their actions and omissions.

**DO** compliment your athlete’s efforts and not just the results of their efforts.

**DO** support your athlete when things are not going well for them, but **DO** it in such a way as not to undermine the coach or the program. If handled properly, a negative experience can become a valuable growth opportunity from which your athlete may learn a valuable lesson.

Though we want our coaches to maintain an open door policy to facilitate the best communication possible, **DO NOT** expect the coach to discuss an athlete's playing time with his or her parents, game strategy or player's position on the team.

**DO NOT** try to compare your athlete with someone else's athlete when you do have a conversation with a coach.

**DO** expect coaches to be honest with you in their assessment of your athlete's ability and potential.

**DO** encourage your athlete to talk to the coach if they seem upset about the team or their role on the team. This is an opportunity for their personal growth through dealing with their own personal problems.

If you are having a problem with a coach, please **DO** talk to the coach first and, if you are not satisfied, **DO** use the proper chain of command. Normally problems are solved on the lower levels.

If you are upset with a Coach, **DO NOT** confront them before, during or after a contest. **DO** call to make an appointment to have a conference with the coach in private but only after 24-hours of the contest.

**DO** expect the coach to try to aid you in dealing with your athlete's overall development. Quite often coaches, because of their relationship with the athlete, may be of great assistance to the parents.

**DO NOT** publicly criticize the athletes. This means your own athlete or anyone else's athlete.

**DO NOT** call the West Virginia Secondary School Activities Commission. The WVSSAC has enough to do in responding to the Superintendents, Principals, and Athletic Directors of its member schools. Individuals at these schools including TCS should contact the WVSSAC through their principal. Every time a parent contacts the WVSSAC you potentially damage our relationship with that most important organization.

**DO NOT** damage our relationships with the media by berating them for lack of coverage of our athletic events. More often than not, the problem is our failure to communicate with the local newspapers that are not staffed to be able to cover all events in person. Please direct your concerns in this area to the varsity head coach of the sport or the Athletic Director.

**DO NOT** misrepresent yourself to opposing schools or other organizations as an official representative of TCS. **DO NOT** accost opposing school administrators, coaches, athletes, or fans. **DO** notify the TCS Athletic Director if you feel that a situation requires an official response from TCS. While TCS and the vast majority of schools do not have official sanctioned teams below the middle school level, we still require that all athletic and related activities and contact go through our athletic department at any level. All negotiations with other schools and organizations must be referred to the athletic department.

**DO NOT** send unsigned letters to the coaches or the Athletic Office. They will not be given any credence.

We recommend that you **DO** seek medical advice for your athlete if you plan to allow them to take any type of legal supplements to enhance their growth and development. We are concerned that the long-range effect of over-the-counter products such as Creatine Monohydrate and how they interact with prescription medicines or training practices may not yet be fully known. TCS and its coaches do not endorse any supplement of this nature.

If you have a personal trainer for your athlete, **DO NOT** tell them that they can use TCS facilities or fields. **DO** have trainers contact the athletic director to request facility use.

**DO** expect and insist your athlete be seen by an Athletic Trainer for sports-related injuries that occur while they are participating on a TCS team, but **DO NOT** expect the Athletic Trainer to be responsible for the treatment of non-school-related injuries to TCS students who are not currently participating on a TCS team at the time the injury needs attention.

**DO** make sure that your child adheres to the transportation policies of the school to away contests. The coaches will inform them on those rare occasions when personal transportation vehicles may be used. When students are allowed to drive, they can never transport other students. Student-Athletes are not allowed to drive to away contests.

Please **DO** remember that all athletes are not equal in skill level, determination, assertiveness, or their ability to function as a team member. Just as no two students are equal in math where they do not receive the same grades, athletes are not equal and do not receive the same playing time. Interscholastic athletics are competitive. School sports should not be identified with or measured against recreational, club, church, or intramural athletic activities.

**DO NOT** bring any ball into the gym for home games and **DO** stay off of the court during timeouts and at halftime as well as after games. At times, halftime contests will occur and fans will be invited to compete in fun contests on the court.

### **Athletic Contract and Acknowledgement of Risk Forms**

Each athlete and parent must sign the Athletic Contract, which outlines TCS discipline policies, athletic department policies and parent/athlete assumption of risk to participate. The forms also are an acknowledgement of the athlete and parent that they agree to uphold the school policies in the TCS Athletic Handbook for Parents and Students. These forms are to be handed in to the coach at the beginning of the season.



## **TRINITY CHRISTIAN SCHOOL** **2024-25 ATHLETIC CONTRACT**

1. The athlete needs to understand that he/she is a representative of our Lord Jesus Christ as well as TCS, and as such is expected to behave in a manner becoming of a Christian and a TCS student.
2. The athlete shall respect their coaches at all times.
3. The athlete shall insure that he or she meets the academic requirements of TCS.
4. The athlete shall care for all equipment and uniforms issued to him or her. They shall report any lost or stolen equipment or uniforms to the coach immediately. The athlete may be held financially responsible for items that are misused or lost.
5. The athlete shall show proper respect towards officials, opposing teams, fans, and coaches.
6. The athlete shall attend all practices or make arrangements if it is necessary to miss a practice. During holidays a practice may be excused for travel or other obligations if requested in writing prior to the missed practice. One practice may be excused during holiday breaks for any reasonable request.
7. The athlete will not receive his/her uniform or play until they have turned in the signed Athletic Contract, physical/medical forms, and \$75 fee. All forms/money must be turned in on planetHS.com.

### **PARENT RESPONSIBILITY**

1. Parents should encourage their children to give 100% of themselves to represent Christ.
2. Parents should support their children by attending as many games or matches as possible.
3. Parents should always conduct themselves in a Christ-like manner during athletic events. Parents should realize that they are as responsible for representing TCS as are the coaches and players. Parents attending athletic contests are asked not to criticize officials, coaches, and players.
4. Parents need to realize that due to the varied talents of athletes on each team, playing time is not guaranteed. Encourage your child to improve his or her skills so that they can help the team.
5. Parents are asked to schedule vacations, doctor, dental and other appointments so as not to conflict with practices and games. Illness and death in the immediate family are excused absences. All other absences need the head coach's approval and must be requested prior to the missed practice.

6. Parents are responsible for the transportation arrangements of their child to and from practices and games. It is imperative that your son or daughter be picked up and dropped off for practices and games on time. Please be aware that athletes may be disciplined for being late to practice.
7. Parents should direct any questions regarding their student-athlete or manner of coaching to the coach directly. This should be done in a mature and responsible manner in private and if needed, by prior arrangements or appointments. Coaches should respond in a like manner.
8. Parents are required to work a minimum of 1 gate and 2 concession stand duties during the school year. Sign-ups will be available to coordinate coverage and allow for parents to work events other than the ones in which their child is a participant.
9. Each student must have turned in the signed Athletic Contract and physical/medical forms, completed their annual baseline concussion test, and paid the \$75 athletic participation fee prior to the first practice of their sport season.

I give permission for my son/daughter to participate in practice, games and all team-related activities. I understand there is risk in any sports-related activity. By signing this agreement, I assume all risks inherent in these activities and accept full responsibility for any and all damages or injuries of any kind; but I am also aware that reasonable care and supervision will be exercised by the coaching staff to provide for the general well-being of my child.

I understand and assume the risks described above and those inherent with such activities, and I individually, on behalf of my child, do hereby release and discharge and covenant not to sue Trinity Christian School, its officers, directors, employees, agents and/or volunteers for this activity and agree to hold them harmless from any and all claims whatsoever arising from the conduct of any person(s) which results in the injury or loss to my child or myself. I accept the responsibility of notifying the school's coaching staff of any pre-existing conditions affecting my child.

My signature below indicates that I have read and have had an opportunity to ask questions regarding any of the policies or statements contained in the entire TCS Athletic Handbook, and agree to abide by these policies and statements.

Please sign and upload the files on <https://studentcentral.bigteams.com/>.

---

PARENT SIGNATURE

---

STUDENT SIGNATURE

---

DATE

---

DATE