

# 2023-2024 Athletics Handbook



Colleton Preparatory Academy  
165 Academy Road  
Walterboro, SC 29488

Head of School: Jill Burttram  
Athletic Director: Greg Langdale

## **Mission Statement**

It is the role of the Colleton Preparatory Academy Athletic Department to provide student-athletes with the opportunity to develop their athletic abilities to full potential while safeguarding their physical welfare in an environment that promotes both high academic standards and the development of leadership capabilities. This is best achieved through a broad-based program, which provides equal opportunity for all its student-athletes which is administered in accordance with the highest principles of interscholastic athletic competition. These objectives aim to grow the physical, mental, emotional, and spiritual well-being of all our student-athletes.

## **Membership**

Colleton Preparatory Academy is a member of the South Carolina Independent School Athletic Association. We adhere, at the minimum, to the policies and regulations set forth by SCISA. The SCISA Constitution is available online at [www.scisa.org](http://www.scisa.org).



## 2023-2024 Athletic Calendar

\*\*\* Exact dates will be given out at a later time \*\*\*

### June 2023

- Start of summer workout programs for all sports

### July 2023

- Summer Workouts Continue
- July 27 - Fall Sports Practices Begin

### August 2023

- Mandatory Parents Meeting
- Fall Sports Athletic Fees Due

### September 2023

- Final deadline for winter sports sign ups

### October 2023

- Mandatory winter sports meeting
- Deadline for winter athletic fees
- Winter Sports Practice Begins

### November 2023

- First official play date for winter sports

### December 2023

- Final deadline for spring sports sign ups
- First day of off-season football workouts

### January 2024

- Mandatory spring sports team meetings
- Deadline for spring athletic fees
- First practice date for spring sports

### February 2024

- First official playing date for spring sports

### May 2024

- Sports Banquet
- Deadline for fall sports sign ups
- Sports Physicals for 2022-2023 year

### **For Student-Athletes:**

- Model behaviors and values consistent with our mission.
- Place the goals of the team above your own individual status and accomplishments.
- Be committed to the team, adhering to all rules and expectations, including arrangement of your schedule and priorities.
- Put forth your best effort at all times, in practice or game situations.
- Demonstrate good sportsmanship at all times, on and off the field.
- Recognize that as a Warhawk athlete, you are an ambassador for the school.
- Be your own advocate with your coaches regarding your role on the team, playing time, or similar concerns.

### **Participation**

Colleton Prep provides every student the opportunity to participate on an athletic team. Certain teams may require limited participation because of limited facilities, staffing or the nature of the sport.

Student-athletes participating in an in-season sport are discouraged from practicing or training with another coach from a different season. However, appeals to the Athletic Director can be made, and will be heard on an individual basis. These student-athletes must be in good behavioral and academic standing, and both coaches and the Athletic Director must agree to parameters and logistical details.

1. If a player wishes to train with an out-of-season team, a plan should be made with those two coaches and the player before either season begins. The Athletic Director must approve the plan, and it should be in writing.
2. A player is not permitted to miss any in-season team activities for an out-of-season sport.
3. If an athlete plays for a club team outside of school, the athlete may not miss an in-season Colleton Prep team activity for a club activity, unless the athlete has permission from this or her Colleton Prep coach.
4. Multi-Sport Athletes: Over 70% of Colleton Prep middle and upper school students participate in one or more of our athletic teams. As a department, we encourage athletes to participate in multiple Warhawk sports. Although our sports seasons overlap, there will always be an opportunity for athletes to try out for a winter or spring sport at the conclusion of their fall or winter team's season, with no penalty. Coaches of multi-season athletes will coordinate with each other to ensure that neither teams requirements preclude full participation in the other. Student-athletes may not begin practice for a new seasons sport until after the final competition in their current season. In some rare cases (approved by the Athletic Director), a student-athlete may be able to compete for two Warhawk teams in the

same season. Those cases require cooperation of both team's coaches and very high levels of communication between teams, the athlete, and the family.

## **Opportunities**

Colleton Prep student-athletes compete in the South Carolina Independent School Association. The school offers a competitive interscholastic athletic program. The following sports will be offered during the 2022-2023 school year.

<b><u>Fall Season</u></b>	<b><u>Winter Season</u></b>	<b><u>Spring Season</u></b>
Women's Tennis (6 <sup>th</sup> -12 <sup>th</sup> )	Elementary Basketball (K4-5 <sup>th</sup> )	Middle School Softball (6-8 <sup>th</sup> )
Teeny Hawks (K3-K4)	Girls MS Basketball (6-8 <sup>th</sup> )	JV Softball (6-10 <sup>th</sup> )
Wee Hawks (K5-1 <sup>st</sup> )	Girls JV Basketball (6-10 <sup>th</sup> )	Varsity Softball (8-12 <sup>th</sup> )
Elementary Cheer (3-5 <sup>th</sup> )	Girls Varsity Basketball (8-12 <sup>th</sup> )	MS Baseball (6-8 <sup>th</sup> )
MS Cheerleading (6-8 <sup>th</sup> )	Boys MS Basketball (6-8 <sup>th</sup> )	JV Baseball (6-10 <sup>th</sup> )
Varsity Cheerleading (9-12 <sup>th</sup> )	Boys JV Basketball (6-10 <sup>th</sup> )	Varsity Baseball (8-12 <sup>th</sup> )
MS Volleyball (6-8 <sup>th</sup> )	Boys Varsity Basketball (9-12 <sup>th</sup> )	Golf (6-12 <sup>th</sup> )
JV Volleyball (6-10 <sup>th</sup> )	Wrestling (6-12 <sup>th</sup> )	Elementary Soccer (K4-5 <sup>th</sup> )
Varsity Volleyball (8-12 <sup>th</sup> )	Women's Varsity Soccer (8-12 <sup>th</sup> )	Elementary Football (3 <sup>rd</sup> -5 <sup>th</sup> )
MS Football (6 <sup>th</sup> -8 <sup>th</sup> )	Women's JV Soccer (6-10 <sup>th</sup> )	
Varsity Football (8 <sup>th</sup> -12 <sup>th</sup> )	Men's Varsity Soccer (6-12 <sup>th</sup> )	
Flag Football (K5-2 <sup>nd</sup> )		
Elementary Tackle Football (3 <sup>rd</sup> -5 <sup>th</sup> )		

## **"Cut" Policy**

1. While we encourage athletic participation among students of all abilities, the coaching staff of a particular sport reserves the right to make "cuts" if there is an overwhelming number of participants. \*\*\* All cuts must be approved by the athletic director\*\*\*
2. This is more likely at the varsity level, and if "cuts" are needed for a particular team, or if team placement is needed, each player will be afforded a tryout period of at least 2 days.

3. To address player safety, coaches and parents must carefully evaluate the skill level and physical competitiveness of students below 9th grade for varsity teams, and below 7th grade for any team.

### **Expectations of Levels of Play**

Middle school: The goal at the middle school level is to encourage participation in athletics for years to come, and develop skill sets that will enable our student-athletes to be successful at higher levels of competition in the future. The ultimate goal is to win, but improvement and growth are our main objectives. **Middle school coaches will try to give each participant fair, not equal, playing time over the course of the season based on practice habits, attitude, ability, and safety considerations.**

Junior Varsity: The focus of junior varsity teams is to continue developing the skill sets needed and requested by our programs' head coaches to allow us to be able to compete for championships at the varsity level. **At the junior varsity level playing time is in no way guaranteed. Coaches will make every effort to all student-athletes playing time, but are not required to do so.**

Varsity: The goal at the varsity level is to win and compete for state championships. **Playing time is not guaranteed.**

### **Playing Time**

1. At the varsity level, playing time should never be a topic of discussion between parents and coaches. Varsity coaches are instructed and advised to play the players that give their team the best chance to win, assuming those players are in good team standing and good academic standing.

2. At the middle school and JV levels, coaches are asked to balance winning with each athlete's individual development and experience. Therefore, while playing time is never a guarantee, coaches at the JV level make more of an effort to spread playing time, and even more so at the middle school level.

### **Absences**

1. Ordinarily, a student-athlete who is absent from school will not be permitted to participate in athletic activities that day.

2. A student-athlete must be present for a minimum of three (3) academic blocks in order to participate in that days athletic activities. In the event that a student has less than three (3)

academic blocks in his/her schedule, he/she must be present for all academic classes that day in order to be eligible to participate in athletic activities that day.

3. A student-athlete who leaves school for illness may not return for any athletic activities that day.

4. These guidelines do not apply to excused absences from school. Absences excused by the Colleton Preparatory Academy Administration will also be excused by the Athletic department.

5. Student-athletes are advised to check with school administration with questions concerning attendance/absences/participation.

6. When student-athletes must leave school early to participate in an athletic contest, they must get time-sensitive assignments and material BEFORE they leave school from the teachers whose classes they will be missing. Teachers WILL NOT be required to supply assignments and work after the fact.

7. Late games are not an excuse to arrive late for school the next day, and may be subject to possible athletic suspension.

## **Eligibility**

**Paperwork and fees:** A student and his/her parent/legal guardian must complete the following required paperwork required by SCISA and Colleton Prep before participating in any organized team activity for the 2023-2024 school year.

- War Hawk Athlete Participation and Training Rules and Handbook Agreement
- Specific Season Team Rules Form
- Agreement for Participation 2023-2024 Form
- Pre-participation History and Health Assessment Form
- Physical Examination Form (good for one calendar year)
- Travel Consent and Medical Release Form for Away Events Form
- Warning of Inherited Risk and Minor Waiver/Release Form
- Student/Parent Concussion Awareness Form
- Football Warning: Helmet, Equipment, and Technical Form (football only)
- A one-time athletic fee of \$150 is due by the sports meeting prior to the player's first sport.

## **Academy Eligibility**

### **Colleton Prep Academic Eligibility**

A. A student-athlete who has a falling average for the year (59 or below) beginning the first Monday after the first interim in one or more classes will be ineligible for athletic competitions for that week.

- Failing student reports will be ran every Monday the remainder of the school year.

- Averages are fluid. Therefore, an ineligible student may become eligible that week if the average improves. For example, a student has a 59 average in Physics, and receives a 100 on a test that would raise the average above 60, that student would be eligible for competition the remainder of the week if and only if the student takes the initiative to present it and it is approved by the athletic director.

B. A student-athlete must be eligible according to the Academic Eligibility Requirements in the SCISA Blue Book found below.

### **SCISA Academic Eligibility Requirements**

A. In order to participate in athletic activities of the South Carolina Independent School Association, a student must be enrolled in and attending the member school in order to participate in that school's athletic program. The student must also meet all other necessary requirements for participation.

B. A student in grades 9-12 must take and pass at least four (4), one unit CORE Courses of any five (5) one unit courses, each grading period (6/9/12 week) or semester to be eligible.

- Students below the 9<sup>th</sup> grade must pass four (4) subjects each grading period/semester.

- A senior who has met or is meeting all requirements for graduation must pass four (4), one-credit courses each marking period/semester.

- A student who is repeating a course for which he/she has previously received credit cannot count this course as one required for eligibility.

C. A maximum of two credits earned/recovered during summer sessions may be accepted from an accredited school with an established summer school program.

D. First Semester Academic Eligibility: A student must have earned a minimum of 4 core units or any 5 units of credit from the previous school year to be declared eligible for the First Semester (Fall) of a school year.

- Any student who did not receive credit for at least one-half of all courses taken the previous school year cannot be declared eligible until after the successful completion of the 1st Semester. Approve summer school courses/recovery can be applied to this standard.



-Block Schedule: at least two units must have been passed during the second semester or summer school. (Example: A student who earned 4 units for the first semester but withdrew/dropped-out the second semester shall be declared ineligible for the First Semester).

E. Home School Courses: If a school allows a student to take courses at “home”, those courses are not eligible for athletic eligibility.

F. Schools providing non-traditional academic programs such as “virtual school”, distance learning or other non traditional courses shall seek prior approval by SCISA before these courses may be used for athletic eligibility.

G. Core Courses: Those courses in English, Mathematics, Science, Social Studies, Computer Science (1), Fine Arts (1) and Foreign Language that are recommended by the Commission on Higher Education and are common to SCISA schools.

H. A One Credit Course is a course taken for 36 weeks, one period each day for a minimum of 45 minutes. A course taken each day as above for 18 weeks would be half credit which when combined with another half credit course would be equivalent of a one credit course. A course taken for 36 weeks but only three, 45 minute periods each week would not be a one credit course. Note: A One Credit Course taken for 18 weeks, shall meet for one period each day for a minimum of 90 minutes. -Dual Credit Courses are treated as one half of a carnige unit.

I. Eligibility is to be declared on the fourth (4th) school day after the end of the marking period. A student shall become eligible or ineligible at 12:01 AM on the fourth school day of the marking period.

Example 1:The marking period ends on Friday. The student becomes eligible or ineligible at 12:01 AM on Thursday.

Example 2: The marking period ends on a Monday and Tuesday is a holiday for student. The student becomes eligible or ineligible at 12:01 AM on the following Monday.

## **Age Requirements**

A. A student is INELIGIBLE to participate in athletics if his/her 19th birthday is before July 1, 2023.

B. Junior Varsity: In order to participate in junior varsity athletics, a student must not have reached his/her sixteenth (16th) birthday before July 1, 2023.

C. B-Team/Middle School: In order to participate in B-Team athletics, a student must not have reached his/her fifteenth (15th) birthday before July 1, 2023. Exception: B-Team Football. A student must not have reached his/her fourteenth (14th) birthday before July 1, 2023.

## **Other Eligibility**

All other eligibility requirements regarding transfers, grade level, etc. can be found in the SCISA Blue Book found at <http://www.scisa.org/athletics>. Any specific questions should be referred to the Athletic Director.

## **Student-Athlete Behavior**

Student-athletes are expected to be responsible for their behavior both on and off campus and conduct themselves in a manner consistent with the high expectations for all Colleton Prep Academy students. Student athletes must follow all rules outlined in the Colleton Prep Academy Handbook, Athletic Handbook, Participation and Training Rules Agreement, and the SCISA Pre-Participation Agreement. Student-athletes should demonstrate honesty, self-discipline, and integrity and serve as role models for other students, particularly for younger members in our community. Student-athletes must be respectful of the judgment and decisions of teachers, coaches, officials, and officials. They must also respect teammates and opponents. The Head of School, Athletic Director, and/or head coach will handle any disagreements between coaches, officials, teammates, opponents, and/or fans. Profanity will not be tolerated at any time on the sidelines from coaches or on the field from players during competition.

## **Social Media**

In our modern, technologically-connected world, students can sometimes forget that their interactions online are both *public* and *permanent*. All expectations and rules governing student-athletes' behavior extend to the digital world, as well. War Hawks must be mindful of their role as an ambassador of their team and their school in their online behaviors. With the rapidly changing technologies available to athletes, coaches, and teams, it would be impossible to have a rigid set of "rules" governing every interaction. Instead, follow the *principle* that every interaction involving our student-athletes need to protect the safety, privacy, and dignity of everyone involved. Please also remember that emails, texts, etc. cannot convey tone, and can lead to misunderstandings. When possible, the best interactions are face-to-face.

## **Disqualifications**

SCISA requires:

- An official warning and one game suspension for a first offense. \$100 fine.

- A suspension until appearance before SCISA Athletic Committee for a second offense. \$200 fine.

- Termination of eligibility for a third offense. \$500 fine.

Colleton Prep considers conduct that leads to an ejection/disqualification to be considered as serious unsportsmanlike conduct.

*Game Ejection:* The SCISA rules and guidelines stipulate that if a school athlete is ejected from a contest, he/she will be ineligible to compete in the next game. If the basic rules of sportsmanship are followed, a Colleton Prep student-athlete should never be ejected from a contest. In addition, the Athletic Director will review, with the student-athlete or coach, the circumstances surrounding the ejection, and determine the appropriate school response before they are permitted to return to the practice field. Coaches will not permit an ejected player to resume practice until he/she meets with the Athletic Director. The Athletic Director is to be notified by the coach of any ejection immediately after the contest. Any ejection is a serious matter; however, physical violence outside of the rules will be dealt with more severely than most offenses.

## **Team Policies**

All coaches will have a set list of requirements and expectations delegated by the Athletic Director. In addition to these requirements, each coach will have a detailed contract including team rules and expectations as well as consequences for violations of team rules and expectations on file with the athletic department. Student-athletes and their parent/legal guardian will be required to sign and return that contract in order to participate in team activities beginning on the first official practice date of the season.

**Communication With Coaches:** One of the lessons we hope our athletes will learn through athletics is how to be their own advocate with those in positions of authority, including coaches and officials. Athletes, particularly at the varsity level, are encouraged to speak directly to their coach about any concerns regarding positions, assignments, playing time, etc. Parents should not interject themselves into these conversations and take away their student's opportunity to learn and grow through them. Coaches and athletes are expected to handle any such interactions in a professional manner. This includes tact, discretion, picking a good time to talk (almost always NOT at a time when emotions are high), and mutual respect. Coaches will never penalize a player for communicating candidly and respectfully.

## **Communication Policies**

A parent must wait 24 hours after a game before bringing a complaint to the Head Coach.

Issues involving playing time must follow the protocol below:

1. Student-athlete speaks with head coach
2. Student-athlete and parent speak with head coach
3. Student-athlete, parent, and head coach speak with Athletic Director

All other issues involving student-athlete well-being, safety, discipline, etc. may be brought immediately to the athletic director. Please direct all questions and concerns involving athletics to the athletic director and not the front office, staff, or Head of School.

#### Athletic Department Information and Policies

**Pre-Season and Off-Season Requirements for Athletes:** Being a War Hawk athlete, particularly at the varsity level, requires a high level of commitment and self-discipline. Many of our teams have pre-season or off-season conditioning requirements as a prerequisite to participation. These requirements should be arranged so that being a member of multiple War Hawk teams is both possible and complementary. Coaches will work with student-athletes to manage any conflicts, but it is the responsibility of the student-athlete to communicate and coordinate with his or her coaches.

**Dropping or Changing Sports:** One of the lessons taught in athletics is perseverance. Quitting a team is strongly discouraged, and failure to finish a prior season may be taken into account in roster decisions in following years. Any athlete who quits a sport after regular-season contests have begun may not join another War Hawk team in that same season, nor may they participate with a team in the following season until their teammates can (for example, a basketball player who quits cannot begin track practice until the basketball season concludes). Any exceptions to this policy must be approved by the coaches of both teams and their athletic director.

If a student-athlete is dismissed from a team or voluntarily leaves a team before the end of a season, he/she will not compete or practice with another team during that season, nor will be allowed to practice with an upcoming seasons team before the current season has ended, unless both coaches and the Athletic Director agree to allow the athlete to participate. They will not be eligible for post-season recognition.

**Transportation:** Athletes will travel to and from away competitions in the vehicles provided by the Athletic Department unless prior approval is obtained from the coach. On occasions, for away games, parents may be asked to carpool student-athletes. When leaving an away game, students may travel with their parents, if they confirm with the head coach either verbally or in written form. Student-athletes may travel with another family home, if they turn in a written note from their parent giving permission to ride with a specific family.

## **Game Attendance**

Players are required and expected to be at all scheduled games. Players may only miss a game when they have cleared it through their head coach, the athletic director and school administration. Players must have an acceptable excuse to miss a scheduled game. The athletic director and head of school will determine what is an acceptable excuse for missing a scheduled game. The head coach and athletic director will determine proper punishment for a player missing a scheduled game. Punishment may range from suspension to dismissal from the team.

## **Schedules**

All athletic schedules will be made by the athletic director in accordance with Colleton Prep and SCISA guidelines. Games may only be cancelled, added or rescheduled by the athletic director. All efforts will be made to not schedule a game during major holidays, Christmas break, Thanksgiving break, winter break and spring break. All efforts will be made to not schedule a game at the same time as other major school events. There may be times in which Colleton Prep and/or SCISA schedules a game (playoff game, mandatory make up game, tie breaker game, ect...) during these times (major holidays, Christmas break, Thanksgiving break, winter break and spring break ) and all players will be expected to attend the game.

## **Uniforms and Attire**

1. Colleton Prep is responsible for providing student-athletes with appropriate game attire. Before the first game of the season, each athlete on an active roster will receive one or more uniforms.
2. The student-athlete must return the uniform in a condition that allows it to be re-issued the following season, within one week of the final game of the season (day and time to be set by coach or athletic director). If the student-athlete does not return his/her full issued uniform at that time, he/she may be asked to pay for the replacement cost of the uniform.
3. Students may be asked to purchase uniform items that are not meant for re-issue, such as socks, volleyball game shorts, etc.
4. If a student-athlete does not come to a game with his/her full uniform, the coach reserves the right to sit the player for that game.
5. Game day attire will **not** be worn at school without approval from the Athletic Director or Head of School.

6. At no time are athletes permitted to practice or play without shirts.

### **Arriving/Leaving Attire for Athletic Events for all Athletes**

Colleton Prep Academy has a dress code for all athletes when arriving and leaving an athletic event in which they are participating. This dress is for all home and away events. This dress code is for all JV and Varsity teams. Any athlete that breaks the dress code when arriving or leaving an athletic event is subject to being suspended for a minimum of 1 game. The coach will select the dress code of their choice for arriving and leaving an athletic event.

1. The players will arrive in their uniform (worn properly). \*\*\* If the coaches chooses for the players to arrive in their uniform, they must leave in uniform or one of the following choices\*\*\*
2. The players will wear their travel gear (selected by the school)
3. Boys will wear a dress shirt, dress pants and dress shoes. Ladies will wear a dress that meets the school dress code.

**Uniforms and Equipment:** athletes are responsible for any equipment issue to them. All student-issued uniforms and equipment must be returned at the end of the season (even if you plan to wear the same jersey to next year). Athletes' families will be billed for the replacement cost of any equipment lost or damage. As a general rule, uniforms and equipment that is personalized, custom-sized, or will be kept by the athletes at the end of the season are paid for by the student's family.

### **Awards Recognitions and Ceremonies**

1. Annual all-sport award ceremonies will take place in May, after doing post-season play has concluded.
2. The awarding of a Varsity letter is based on the guidelines set up by the respective varsity coach in his or her sport. These guidelines may include items such as the student-athlete's attitude, effort, and participation in practice and games.
3. First-time Varsity letter winners will receive a monogram (letter) and pin representatives of the sport in which the letter was earned. Student-athletes will receive the letter only once during their Colleton Prep career.
4. The Colleton Prep letter will only be awarded in those sports officially offered by Colleton Prep.

5. A student-athlete will receive a pin of his/her sport for the first letter year, and a gold bar for each letter year thereafter.
6. Coaches are given the opportunity to choose recipients for up to three individual awards for members of their teams.

### **Expectations of Colleton Prep Coaches**

1. Coaches must reflect and practice positive values during practice, games, and off the field of play.
2. Coaches at Colleton Prep must prioritize the values and needs of the student-athletes and the athletic department as a whole over the needs of their team. As a reflection of this, coaches at Colleton Prep will encourage student-athletes to participate in multiple sports, as opposed to specializing, and will not recruit students against other Colleton Prep programs. They are expected to support the athletic department as a whole.
3. Coaches must be positive role models in term of sportsmanship and fair play and set a flawless example regarding the use of harmful substances.
4. Coaches must be fair and unprejudiced with players, considering their individual difference, needs, interest, temperaments and aptitudes.
5. Personal appearances, dress and physical conditions must be exemplary and project professionalism.
6. Coaches are responsible for all aspects of team discipline. They should address issues promptly and firmly. If necessary, coaches should bring disciplinary issues to the Athletic Director and School Administration.
7. The following behaviors are unprofessional and will not be tolerated:
  - Profanity: a coach must refrain from the use of profanity and insist that student-athletes do likewise.
  - Physical or verbal abuse of the student-athletes.
  - Use of tobacco products on the field or any other time they are in the presence of the team or team members.
  - Use of alcohol prior to or during practices, games or other athletic team functions.
8. Coaches are expected to maintain self-control at all times, accepting adverse decisions by officials maturely and professionally. Student-athletes must learn to accept responsibility for

their actions. Blaming officials takes the focus off of individual responsibility and places blame elsewhere.

9. Coaches must refuse to disparage an opponent, an official or others associated with sports activities, and discourage gossip and the spreading of rumors.

10. Coaches are responsible for the conduct and care of their team for the beginning to the end of the game or away trips. This includes the job of making sure that bench areas, dressing rooms and the team vehicles are left clean and in good condition.

11. Coaches are expected to win or lose with dignity and humility.

12. Coaches are to use sounds, acceptable and current teaching and coaching techniques and always pre-plan practices and game strategies.

13. Head coaches are required to receive CPR certification.

14. Coaches are required to complete concussion test on-line, as well as any other required NFHS classes.

15. Coaches will make decisions based on what they believe is best for the team and all student-athletes. The judgement and authority of the coach is to make decisions regarding playing time must be respected. It is not appropriate for a parent to question or challenge a coach's decision regarding play calling or team strategy. It is never appropriate for a parent to discuss with a coach the status of another student athlete. (If a parent has a concern and would like to discuss it, he or she should schedule an appointment with the coach. Please do not attempt to contact a coach directly before, during or after a practice or a game).

## Coaches Dress Code for all Games

All coaches (head coach and assistants) shall follow the dress code below for all athletic events.

\*\*\* Colleton Prep Academy will supply coaches with a dress shirt, pull over, jacket, ect... If the school has provided the top, it is allowed. \*\*\*

Not allowed without proper approval from the Athletic Director

Jeans

Shorts for indoor sports

T-Shirts

Men:



Men coaches are to wear dress pants or dress shorts. Dress shorts are only allowed for outdoor sports. Men coaching indoor sports are required to wear dress pants.

If men are not wearing a school issued top, they must wear a polo style shirt, dress shirt, dress vest, or a style of suit.

\*\*\* Men coaching baseball are allowed to wear ball pants that are similar to the players\*\*\*

\*\*\* Any other attire that a coach wants to wear must be approved by the Athletic Director\*\*\*

#### **Ladies:**

\*\*\* Colleton Prep Academy will supply coaches with a dress shirt, pull over, jacket, ect... If the school has provided the top, it is allowed. \*\*\*

Lady coaches can wear dress pants or dress shorts. Dress shorts are only allowed for outdoor sports. Ladies coaching indoor sports can wear dress pants.

Lady coaches are allowed to wear a dress or similar attire for basketball games.

\*\*\* Any other attire that a coach wants to wear must be approved by the Athletic Director\*\*\*

### **PRE-SEASON COACHES/PARENTS MEETING**

A required pre-season meeting between coaches, parents, and prospective athletes will be conducted at the beginning of each athletic season. Parents are required to attend the pre-season meeting in order to allow their son or daughter to continue as a member of the team. If for some reason, neither parent can attend the scheduled meeting, they must schedule a private session (not on the phone) with the coach as soon as possible.

#### **For Parents and Fans**

- Model behaviors and values consistent with our mission.
- Recognize that the athletic experience must be owned by the scholar-athlete and supported by their families.
- Be positive fans-cheering for Warhawks and respecting the decisions of coaches and officials.
- Encourage your student-athlete, in good times and hard ones, to learn lessons from their athletic experiences that are bigger than the results on the scoreboard.

- Encourage your student-athlete to be his or her own advocate in discussions with coaches. Refrain from interjecting yourself into those discussions.

## **ATHLETIC PROCEDURES**

**Early Dismissals:** Due to the number of teams we field and the number of contests in which we participate, there are numerous early dismissals for athletics throughout the school year. Athletes should be proactive in communicating with their teachers regarding missed classes or any make-up work. Being irresponsible regarding early dismissal undermines the integrity of the athlete, the team, and the athletic department. Student-athletes leaving school early must sign out at the front reception desk.

**Use of Athletic Facilities/Supervision:** Colleton Prep is blessed to have outstanding athletic facilities. These facilities were built for our students, and all students are encouraged to take advantage of them. However, students MAY NOT under any circumstances use any of our athletic facilities without adult supervision. As a general rule, that means that students may only use the gym, weight room, ball fields, etc. when accompanied by an adult who has been issued a Colleton Prep ID/Key Card that allows access to those spaces. If a student is working out while a faculty member or coach is present and providing supervision, the student must leave when the faculty member or coach does.

**Locker Rooms:** The JV and varsity locker rooms are assigned to specific teams each season. Those teams' coaches and athletes are then responsible for taking care of them. Use of these locker rooms is a privilege, not a right. No one should use your varsity or JV locker rooms during the school day. All student possessions should be stored inside the lockers. Anything left on the floors will be put in lost & found. Athletes should never prop open locker room doors to keep them from locking.

### **Physicals:**

All student athletes are required to have a completed physical examination and parent permission form on file with the athletic trainer. These forms can be downloaded from our school's website at <http://colletonprep.org/>.

## **SAFETY**

The Athletic Department strives to provide students a safe and enjoyable environment in which to participate. Consequently, all coaches and administrative personnel have a responsibility to reduce and/or eliminate all potential safety hazards. It is vital to understand that participation in

athletics involves inherent risks. Coaches and administrative personnel are obligated to act in a prudent manner in order to prevent foreseeable accidents and injuries. They should respond to unexpected circumstances according to guidelines set forth in this handbook.

## **Warning of Inherent Risk/Danger of Athletic Competition**

Participation in athletics includes the risk of injury, which may range in severity from minor to disabling to possible death. Although serious injuries are not common in supervised programs, it is impossible to eliminate the risk. Participants can and do have a responsibility to help.

## **Concussion Policy**

1. Every Colleton Prep head coach is required to take the NFHS Concussion Course each year. This free course can be found at [www.nfhslearn.com](http://www.nfhslearn.com)
2. Each student-athlete must complete a Concussion Awareness form with his/her parents. Any questions regarding the information can be directed to the Athletics Department.
3. Concussion prevention: While there is an inherent risk of concussions, Colleton Prep coaches will do their best to instruct students on proper athletic techniques in an effort to prevent concussions.
4. Player Injury Evaluation: if a player is suspected of a concussion, he or she will report to an athletic trainer or designate medical personnel for evaluation. If a concussion is suspected, the athlete will be removed from the practice or game.
5. If a player is diagnosed with a concussion by the athletic trainer or a designated medical professional, they will be asked to complete the SCISA Concussion Return to Play Form before returning to athletic participation.
6. While Colleton Prep coaches are trained on how to identify possible signs of concussions, players are responsible for reporting head injuries immediately to a coach or athletic trainer.

## **Medical Release**

1. The Colleton Prep Athletic Trainer reserves the right to withhold or release student-athletes for participation based on medical reasons.
2. If an athlete suffers an injury where a game or practice has to be seized or missed, they must be evaluated and cleared by the athletic trainer before returning.

3. In the event that an outside medical doctor clears a Colleton Prep athlete for participation, the school and athletic trainer may still withhold a player from participation if they do not feel the student is ready to return based on injury or illness.

4. A Colleton Prep coach or parent cannot or will not overrule a doctor in regards to a medical withdrawal or release for participation.