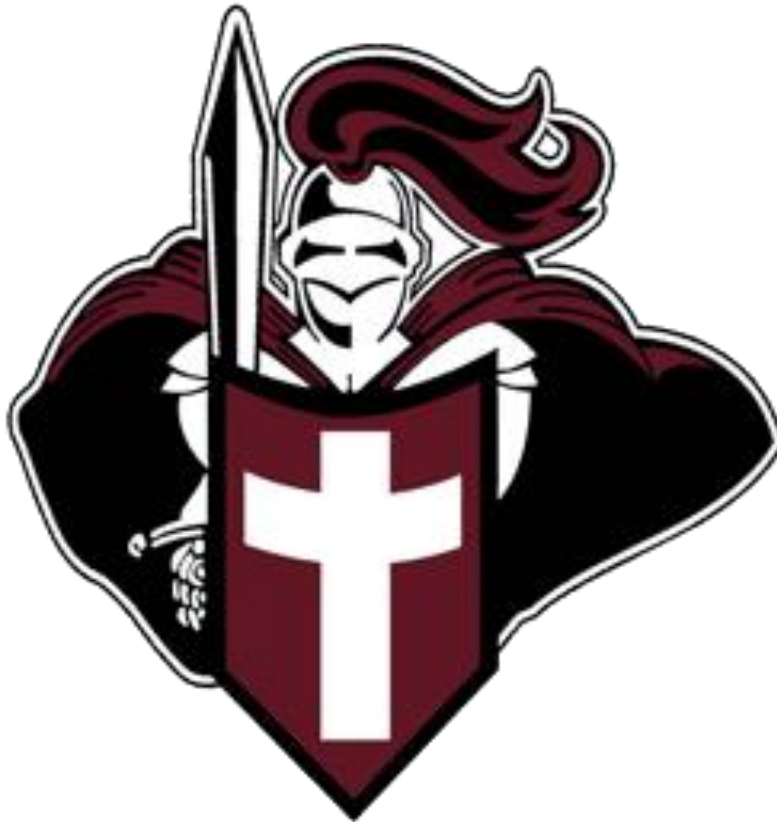


2021-2022 Seffner Christian Academy

**Athletic Department
Handbook
(Parents version)**



October 1, 2021

Athletic Handbook

2021 – 2022

Seffner Christian Academy
11605 E US Highway 92
Seffner, FL, 33584

Phone: (813) 626-0001 / Fax: (813) 627-0330

www.scacrusaders.com

www.gosaders.com

Athletic Department Staff

Pat Lightle – Athletic Director
Andy Holmes – Assistant Athletic Director
Haley Todaro – Athletic Trainer

Introduction

Philosophy of SCA Athletic Department

1. We believe that glorifying God through Athletics is the primary Goal of the SCA Athletic Program.
2. We believe that Athletics is an avenue of reaching people for Jesus Christ.
3. We believe that Athletics is a microcosm of life, and that lessons learned on the playing field can be applied to life.
4. We believe in striving to do our best to win; to that end, every athletic contest is played to win.
5. We believe that Athletics builds a sense of loyalty to the school.
6. We believe that Athletics promotes physical fitness, which aids in body growth and development.
7. We believe that the SCA Academic Program takes precedence over the SCA Athletic Program.
8. We believe that the SCA Coaching Staff will teach our athletes to develop Christ-like attitudes, leadership skills, and physical skills.
9. We believe that Athletics help develop sportsmanship in our athletes.
10. We believe that our off-season and weightlifting programs will help athletes to compete at the Championship level.
11. We believe that it takes tremendous commitment on the parts of our athletes, coaches, parents, administrators to build a championship-level athletic program.

Athletic Department Mission Statement

The mission of the Athletic Department of Seffner Christian Academy is to provide a winning athletic program that helps develop the students through education and competition, to stimulate a lasting attitude of discipline, sportsmanship, integrity, leadership, and social responsibility, to promote Seffner Christian Academy's values by providing a Christian foundation for student-athletes, and to make the athletic programs an enduring source of confidence for the student body, alumni, and community.

Athletic Department Vision

The vision of the Athletic Department of Seffner Christian Academy is to provide student-athletes an environment that promotes and supports Christian, academic, athletic, and personal achievement, to field athletic teams to perform at competitive levels in competition, to utilize highly-qualified coaches, dedicated support staff, and administrative personnel to help individuals become better students, athletes, and citizens, and to prepare student-athletes to make transitions to the next level of participation academically and athletically.

Athletic Department Goals

- To honor God and exalt Jesus Christ through athletics.
- To produce disciplined, high level and high achieving championship teams at all levels and in all sports.

- To be ambassadors for Christ and Seffner Christian Academy, at home and away.
- To model humility in winning and grace in losing.
- To graduate student-athletes committed to Christianity, prayer, and servant leadership.
- Be an Athletic Department recognized as an ethical leader and a model of excellence in conduct, management, and performance.
- Create an enjoyable and valuable experience for all participants, providing them with the opportunities for meaningful growth combined with the challenge of competing at their highest level.
- Place significance on the setting and achieving of goals.

The SCA Athletic Program functions under the guidelines of the Florida High School Athletic Association (FHSAA).

ATHLETIC DEPARTMENT **CHAIN OF COMMAND/JOB DESCRIPTIONS**

Chain of Command

Follow this chain in the administration of your sport:

1. Head Coach
2. Athletic Director
3. School Administrator

Athletic Director

The Athletic Director serves under the direction of, and has a direct reporting relationship with the Head of the school. The Athletic Director oversees the total operations of the athletic department and supervision of all athletic coaches and is supported by the Assistant Athletic Director and Head Athletic Trainer. The AD oversees all facilities and game management.

Assistant Athletic Director

The Assistant Athletic Director serves under, and has direct reporting relationship to the Athletic Director. The Assistant Athletic Director oversees the daily operation of all sports, and serves as the department's main facilities manager, supervises team scheduling, compliance and game management.

Head Athletic Trainer

The Athletic Trainer oversees all functions of the Athletic Training Area and provides initial diagnosis and treatment of all athletic related injuries. They will provide follow-up treatment and medical referrals when necessary. The AT will refer injured athlete to their

doctor; serve as liaison between physician and injured athlete, as well as injured athlete and coaching staff. The AT will maintain organized records of all student-athlete physicals, clearances and FHSAA required paperwork and arrange for pre-season physical exams with team doctor. The AT has final say in conjunction with Director and Assistant Director of Athletics, over Athletic Training issues and participation.

Head Coaches

The Head Coach abides by all Athletic Department regulations, knows and understands the content of Coach's Handbook. The Head Coach informs student-athletes of rules and regulations (including awards criteria) before the season and adheres to all student-athlete eligibility guidelines, as well as FHSAA rules and bylaws. The Head Coach plans daily practice & training sessions, game strategies, etc. and maintains a complete and updated roster at all times to ensure proper compliance and record keeping. The Head Coach prepares a master calendar of practices prior to season and is responsible to coordinate and communicate expectations for players and parents and inform them of calendar and schedule changes. Head Coaches are solely responsible for matters involving game officials.

Student-Athlete Guidelines

General Rules

- Display good sportsmanship at all times.
- The use of alcohol, tobacco and vaping, illegal drugs or profanity is a violation of school rules and will be dealt with according to school board policies.
- Attend all practices and contests unless excused by the head coach.
- Attend school regularly.
- Present themselves in a positive manner as a representative of SCA (dress, mannerisms, language, etc.)

Specific Rules

- Quitting a sport goes against everything that the SCA Athletic Program is about. Once a student comes out for a sport, they are making a commitment that they will participate for the duration of that sport season. Any athlete that quits a sport after the final roster is posted may not be able to participate in any sport for the rest of the school year. We realize there are certain circumstances that do occur – these will be taken under the discretion of the Athletic Administration. An athlete cannot quit one sport to participate in another.

- A student-athlete assigned detention by a teacher or administrator is required to serve that detention. Detention takes precedence over team practices and games.
- A student who misbehaves at an athletic event or who is ejected from a contest is subject to school disciplinary action.
- Any student ejected from a contest is required to meet with the Athletic Director before he/she is allowed to return to the team. The Athletic Director will schedule the meeting with the student at the earliest possible *convenient* time.
- Students who use profanity during practice or a game are subject to disciplinary action.
- A student must attend school on practice or game days in order to be eligible to practice or play on that day. All athletes must be at school no later than 9:00 am on a school day in order to participate in any kind of athletic activity that day.
- Participation, association, involvement in immorality, homosexuality (including self-identification), bisexuality, transgender lifestyle/identity, or other activities of an adult nature (i.e. getting married or engaged, pregnancy, etc.) on or off campus will result in immediate dismissal from the team.

Athletic Department Policies and Guidelines

Eligibility

Eligibility requirements include, but are not limited to, the following:

- Must legally be a student at SCA or homeschooled.
- A student has eligibility up to the age of 19 years old. A student must be 19 years old or younger by the first date of the sport season. If they turn 19 years old they are eligible to finish that sport season in which they are in.
- Students must have a cumulative un-weighted GPA of at least 2.0 from the beginning of their freshman year.
- A student who falls under a 2.0 GPA after their first semester of ninth grade is ineligible for the spring semester. There may be certain exemptions for 10th graders who do not have a cumulative 2.0 but who do have a 2.0 for their previous semester. *See the Athletic Director for clarification.*
- Grades will be checked by the Athletic Director or Assistant Athletic Director at the end of each semester.

- A student who is not eligible at the beginning of the academic year cannot become eligible until the beginning of the second semester.
- Any questions or concerns related to eligibility are to be directed to the Athletic Office.
- Using an ineligible student-athlete will result in forfeiture and a fine by the FHSAA. Any coach who knowingly uses an ineligible student-athlete may be terminated.
- Any player at a contest in uniform is considered to have played in that game. MS, JV and Varsity teams must be separated from each other on game dates.
- All players can not practice or play games until confirmation of eligibility is given from the Athletic Director and Athletic Trainer.**
- All team managers must have physicals on file with the Athletic Trainer and cleared through the athletic office.
- In addition to the FHSAA's academic requirements, SCA requires athletes to have no F's in any subject at the end of each nine-week grading period in order to participate in any extracurricular activity.
- At the beginning of the school year, grades will be checked at the six-week period to determine the athletes' eligibility of that sport. For the remainder of the school year, grades will be checked at the nine-week period.
- An athlete that fails a subject for the first semester will be ineligible to participate in athletics for the second semester. An athlete that fails the first or second semester will be required to make up the subject(s) through Florida Virtual School (FLVS). This must complete by the first game of the sport the child will be participating in.
- In an instance where a student is declared academically ineligible due to grades or on a report card, his/her grades may be recomputed with the Academic Progress Report (3-week report) on a cumulative basis. This computation will take place at the end of the three-week grading period.
- An athlete that fails a nine-week grading period may become eligible at the end of twelve weeks, or at the end of fifteen weeks. After that time period, the student's semester grades will be computed to determine eligibility
- If an athlete is declared ineligible, the student may sit with the team at home games, but may not dress out. They may not travel with the team to away games. If a student is declared academically ineligible, the student will be informed by the Athletic Director. The Athletic Director will notify the Head Coach

of the ineligible athlete. Ineligible students will be allowed to practice with the team at the coaches' discretion.

- Any athlete who does not finish a sport season, for eligibility or disciplinary reasons, will not be eligible to receive any awards at the Athletic Banquet.
- Student-athletes who transfer are allowed to immediately participate in interscholastic athletics for their new school as long as they are enrolled prior to the start of a specific sport's season. Student-athletes that participated in a sport at their previous school during the same school year may not participate in the same sport unless they meet one of the following criteria:
 - Dependent children of active duty military personnel whose move resulted from military orders.
 - Children who have been relocated due to a foster care placement in a different school zone.
 - Children who move due to a court-ordered change in custody due to separation or divorce, or the serious illness or death of a custodial parent.
 - Authorized good cause established below in this policy:
 - Any student that completes the interview, application and enrollment process
 - Any homeschooled student that completes the Homeschool application and interview process
 - Any student that transfers from a public school, private school or homeschooled program based on wanting a Christ-centered education

Participation

Students in grades 6th-12th may participate in interscholastic athletics. Only 6th-12th grade students will be eligible to participate in athletics at the varsity level. Elementary students, grades K-5th, may participate in SCA's intramural Little Crusaders program. Any athlete in Middle School may try out for a Junior Varsity or Varsity team.

Athletes will only be allowed to participate in one sport each season (Fall, Winter, Spring).

The SCA Athletic Program allows homeschool athletes to participate in interscholastic sports. Homeschoolers have contributed to the success of our athletic program over the years. They will have the same opportunity to make any of our teams as an SCA student.

Athletes who make a team have an obligation to the school team that supersedes any participation on AAU teams, Recreation League teams, etc.

Athletes are strongly advised against participating in these leagues while their school team is in-season.

Transportation

All athletes must ride the school bus to off-campus activities, unless approval is granted by the school administration. When an athletic event takes place on non-school day, the Head Coach may grant approval for athletes to provide their own transportation to the event. ***Non-SCA students are not permitted to ride the bus.*** Athletes are expected to conduct themselves in a proper manner when traveling to and from away games. Athletes that are riding home with their parents after an away game must inform their coach before they leave.

Athletic Program Overview

All athletic teams are open to any SCA or Homeschool student who meets the requirements for eligibility. The following sports are offered at SCA:

Offerings

<u>Season</u>	<u>Men</u>	<u>Women</u>
<u>Fall</u>	<p>Cross Country</p> <p>Football</p> <p>Golf</p>	<p>Sideline Cheerleading</p> <p>Cross Country</p> <p>Volleyball</p>
<u>Winter</u>	<p>Basketball</p> <p>Soccer</p>	<p>Basketball</p> <p>Sideline Cheerleading</p> <p>Soccer</p>

<u>Spring</u>	Baseball Tennis Track and Field	Softball Tennis Track and Field Beach Volleyball
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Facilities

- For some teams it is necessary to use off-campus facilities.
- Safety and security are the number one priority when utilizing off campus sights. Proper supervision should be provided at all times, and all agreement paperwork should be filled out before utilizing an off campus sight.

Weight Room Usage

- The weight room is a common-use facility. Each team will have equal access to this facility, with priority given to in-season sports.
- Coaches will schedule the weight room through the athletic department.
- No student is permitted to use the weight room without direct supervision from a SCA coach or teacher.
- Students must have proper workout attire, consisting of a clean, dry T-shirt, athletic shorts, socks, and athletic shoes (no cleats). Students must remove all jewelry before entering the weight room.
- No food or drinks are permitted at any time.
- Students are responsible for re-racking and cleaning of weight room after each use.
- Violations of weight room rules or policies may result in a loss of privileges.

Awards & Banquets

SCA AWARDS

Each year, there will be an Athletic Awards Banquet for all athletes who participated in a Middle School, Junior Varsity or Varsity Sport.

Varsity Letters

•These are paid for by the Athletic Department. See AD to schedule and get your budget.

- In order to receive a varsity letter, a student-athlete must have completed the season in good standing (maintained eligibility).
- Must have attended all games and practices unless excused by the Head Coach.
- Letters are only awarded once per sport. The process is as follows:
 1. First year: varsity letter and sport-specific pin
 2. Second year: sport specific pin.
 3. Third year: sport specific pin.
 4. Fourth year: plaque and sport specific pin.
 - Letters may be awarded to student managers at a coach's discretion.
 - Statisticians and scorekeepers who are only in attendance at games are not eligible for letters.
- Junior Varsity student-athletes will not receive letters.

Trophies

- The Athletic Department will purchase up to 4 trophies for each varsity team for their awards banquet. Anything above and beyond that will be paid for by the coach.
- Awards must be requested for order no later than two weeks prior to the banquet to ensure they are received in time.

REQUIREMENTS FOR ATHLETIC AWARDS

- Regular attendance at practices and games
- FINISH the season on the team

In addition to the above awards, SCA also presents its highest sports award at the Sports Banquet. The recipients will receive a plaque to take home, as well as their names on the Year-by-Year banner hanging in the gym. Listed below are the requirements for nomination:

- Participate in at least 2 Varsity Sports
- Outstanding achievement in their sport
- Provides leadership to the team(s) in which they participated

NON-SCA AWARDS

All-County Awards- selected by the Tampa Bay Times

All-State Awards- selected by the Florida Sportswriters Association. Recipients will receive their name on the Year-by-Year plaque in the gym lobby.

Miscellaneous

Game Day Entry

- All sporting events held at SCA, or in outside venues that provides seating, will be subjected to a mandatory entrance fee (tickets).
- Promotion nights such as Community Night, Senior Night and Homecoming are subject to normal ticket entry policies. Parents of student-athletes do not receive free admission to these events unless they have been placed on the Pass List by the Athletic Director or have purchased a booster membership. Homecoming representatives are admitted as long as their names appear on a list provided by the coordinator to the Athletic Director.
- Ticket prices for games are printed on each ticket unless an Athletic Department sponsored promotional night is in effect.
 - Varsity Sports: \$5.00
 - Post Season/District or Regional Games: \$7.00/\$8.00
- Coaches, ticket takers, or volunteers are not permitted to discount ticket prices for individuals entering a game. An administrator on duty or the AD on duty must be contacted should a situation arise.
- Passes may be revoked without refund for reasons of unsportsmanlike behavior, forgery, or other activities deemed not in the best interest of Seffner Christian Academy.
 - **All SCA coaches, boosters, alumni, students, faculty and staff are permitted free admission to all regular season home events we sponsor. We unfortunately do not have authority to force schools in which we visit to reciprocate the free admission.**

Forms

- The student must give to the Clearing House and Athletic Trainer the following items before the trainer will clear that student to practice:

1. Completed **Athletic Physical** that includes:
 - a. Doctor's signature indicating the athlete is physically able to play.
 - b. Doctor's name printed or stamped and his phone number
 - c. Name of athlete's insurance company
 - d. Parent's signature on front page of physical card
 - e. SCA Athletic Waiver

If the student attends SCA after attending another high school, the student's guardians must sign a notarized form (GA4) from the FHSAA regarding recruitment before participating. *See the Athletic Director or Assistant Athletic Director for details.*

These forms are available on the school website. No athlete will be allowed to tryout until these forms are turned in to the school office.

Tryouts

Tryouts for each sport will be conducted over a period of time deemed necessary by the Head Coach. Athletes must be at tryouts to be eligible to make the team. In a case where an athlete is out of town or sick while tryouts occur, a coach may make arrangements for a separate tryout for that athlete. Tryout dates and times will be posted on the school website, and in the school newsletter.

Any parent who has a question about the final team roster must first direct their questions to the Head Coach.

Multiple Sport Players

We acknowledge that athletes would like to participate in multiple sports. This is permitted in different seasons. An athlete cannot participate in two sports in the same season (i.e. two winter sports like soccer and basketball).

For participation of sports in two back to back seasons, such as football and soccer, the athlete must remain focused on the current season and practice with the current team. The athlete may be permitted to try out for the sport of the upcoming season, but must attend all practices and workouts for the current season. It is up to both coach's discretion and we ask that they try to work out the details to permit as much participation as possible. However, the in-season coach has priority and can affect policy.

Practices

All Wednesday practices must conclude no later than 5:30. Any athlete that needs to leave earlier for church must inform the coach of the situation. Coaches may schedule practices and games on Saturdays, on days off school, or over Holiday Breaks, but no practices or games may ever be held on Sundays. Parents should not schedule doctor, dentist appointments, etc. during practices or games. The Head Coach of each sport will notify each athlete of their policy on missing practices. In a case where practice has been cancelled, parents will be

notified by phone or e-mail. It will be the responsibility of the parent to pick their child up from practice on time. Any athletes that will miss practice for any reason must notify their coach at least one day in advance.

Attendance

A student must attend school on practice or game days in order to be eligible to practice or play that day. All athletes must be at school no later 9:00am on a school day in order to participate in any kind of athletic activity on that day.

Attendance at practices and games on days off school, over Holiday Breaks, etc. is mandatory unless the athletes' family is going out of town. In any case, the athlete must notify the coach in advance.

Sportsmanship

Sportsmanship plays a vital role in the Athletic Program at SCA. Other parents, fans, schools, coaches, and officials judge a school by their sportsmanship during an athletic contest. All SCA athletes, parents, students, and coaches are to display behavior that will uphold the name of Jesus Christ and Seffner Christian Academy. The following policies established by the FHSAA concerning sportsmanship should be followed:

- Cheering should be done in support of our team and no athlete or parent may publicly criticize or berate an athlete, coach, or official prior to, during, or after any athletic contest
- Under no circumstance will an athlete or parent confront, question, challenge, rebuke, or threaten any coach, athlete, or officials.
- **Under no circumstances will a parent confront a coach about playing time, coaching decisions, etc. after a game. The parent must schedule a meeting with the coach in private.**
- Officials and school administrators are responsible for the conduct of spectators during an athletic event. Spectators will be asked to restrain themselves, or leave the premises if their conduct interferes in any way
- Do not applaud errors by opponents or penalties inflicted on them.
- Treat all players, coaches, officials, and opposing fans as you would like to be treated
- Understand that you are an ambassador for your school. Others will base their impressions of your school on your attitude and behavior
- Respect the game and learn the rules
- Do not throw items of any kind on the playing surface.
- Booing or heckling an official's decision is unacceptable
- Only display behavior that will model The Lord Jesus Christ.

Playing Time

At SCA, all games are played to win. No athlete is guaranteed a certain amount of playing time. At the Middle School level, all athletes will play during the course of each game, but not every athlete will play the same amount of time. Our

Middle School teams act as a feeder program to our High School teams. No parent should ever confront a coach about playing time immediately after the game. Any questions a parent may have about their child's playing time must be done in a private, scheduled meeting with the coach.

At the High School level, the coach will decide which athletes on the team will put their team in the best position to win. No Junior Varsity or Varsity athlete is guaranteed playing time.

Uniforms

Uniforms are distributed by the Coach at the beginning of each season. All athletes must turn their uniform in to the Head Coach after the last game of the season or end of season meeting. Students who have uniforms that have not been turned in will have their report cards held, the account charged and will not receive any athletic awards until they are turned in. An athlete that has lost a uniform will be charged the price of the uniform to their student account.

Athletic Fees

Each athlete is charged a fee for every sport that they participate in. The fees help offset the cost of the program. The athletic fee is charged to the student account. An athlete that tries out for a sport, and does not make the team, will not be charged an athletic fee.

Specific Fees:

High School all sports except Football - \$125 per sport.

Middle school all sports except Football - \$85 per sport.

Football Middle School - \$300

Varsity Football - \$475

Player Paks – most sports programs ask players to have certain athletic wear to match with their teammates. These could be practice shirts, shorts team bags etc. This is up to each individual sport program and usually costs under \$100.

Volunteers

Parent Volunteers provide a vital role in the functioning of the athletic program. It is the responsibility of each athlete's parent to volunteer at athletic events. Parent volunteers must work 3 times per child per sport, for each sport that each child participates in. Parents will be billed a \$110 volunteer fee at the beginning of each sport season that each child participates in. At the end of the school year, the fee will be taken off each family's account if it is determined the volunteer requirement is met. In addition to working gate and concessions, parents may volunteer for any of the following areas:

- Volleyball- Bookkeeper, Libero Tracker, Clock Operator
- Soccer- Clock Operator

- Basketball- Bookkeeper
- Baseball- Bookkeeper, Scoreboard Operator
- Softball- Bookkeeper, Scoreboard Operator
- Football- Parking Attendants, Chain Gang, Spirit Table
- Cross Country- Parking, Concessions, Course Workers

Schedules

Game schedules are posted on the schools website, in the school newsletter, and on RenWeb. It is advised that parents check the athletic website or RenWeb every day that there is an athletic contest, since game schedules can change frequently. In an event that there is a schedule change, the change will be posted immediately on the athletic page of the school website.

Games

It is the intent of the SCA Athletic Department to play games against strong competition in order to develop our athletes. To that end, games are often scheduled on days off, over School Holidays, etc. All athletes who make a team are expected to participate in games on such days. Schedules are posted on the school web site well in advance in order for parents to schedule vacations and such around their child's games.

