

Educate • Build • Inspire



## **Athletic Handbook**

### **Helena Christian School**

3384 Canyon Ferry Road  
East Helena, MT 59635  
(406) 442-3821  
[www.helenachristian.org](http://www.helenachristian.org)  
office@helenachristian.org

## Contents

<b>Athletic Philosophy</b> .....	3
<b>Vision Statement</b> .....	3
<b>Mission Statement</b> .....	3
<b>Core Values “CLEAR”</b> .....	3
<b>Athletic Objectives</b> .....	4
<b>Participation</b> .....	4
<b>Physicals and Release Forms</b> .....	5
<b>Transfers</b> .....	5
<b>Eligibility</b> .....	5
<b>Academic Eligibility</b> .....	5
<b>Practices</b> .....	6
<b>Personal Withdrawal</b> .....	6
<b>Traveling/Transportation</b> .....	7
<b>Game Day Dress Code</b> .....	7
<b>Conduct on Road Trips</b> .....	7
<b>Expectations for Coaches</b> .....	8
<b>Expectations for Managers</b> .....	8
<b>Expectations for Players</b> .....	9
<b>Yellow Cards</b> .....	9
<b>Red Cards</b> .....	9
<b>Technical Fouls</b> .....	10
<b>Expectations for Parents</b> .....	10
<b>Conflict Resolution</b> .....	10
<b>Requirements to Achieve a Letter</b> .....	10
<b>Athletic Fees</b> .....	11
<b>Helena Christian Uniform Policy</b> .....	11
<b>Acknowledgement of Receipt of the HCS Athletic Handbook:</b> .....	12

## Athletic Philosophy

Colossians 3:17

...and whatever you do, in words or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him.

At Helena Christian School, athletes are expected to Glorify God on and off the court/ field. Athletes are encouraged and expected to do their absolute best within the context of good sportsmanship and their responsibility to represent our Lord Jesus Christ. At Helena Christian School, the goal is to compete at a very high level, winning as often as possible; however, winning will never take precedence over good sportsmanship and honoring our Lord and Savior.

The following items are qualities expected of HCS Coaches and athletes:

- a. Loyalty – Team Player
- b. Priorities – Solid Commitment
- c. Consistency – Availability
- d. Submission – Coachability
- e. Dependability – Reliability
- f. Honesty – Trustworthy

### Vision Statement

Following Christ's call to impact the world

### Mission Statement

Educate students with academic excellence and biblical training, build Godly character and inspire them to a life of service to their Savior.

### Core Values "CLEAR"

*Community* of Believers--Being led by God while partnering in unity to accomplish the school's mission. (Eph 4:3)

*Leadership* by Christ's Example-- Encouraging others in their pursuit of Christ by reflecting Christ's character while fulfilling the roles in which I have been placed. (Heb 10:24)

*Excellence* in all things- Achieving my best in the school, the home, the church and the community; to do as unto the Lord. (Col. 3:23)

**Accountability** on all levels--Answering to God & others for my speech, actions and attitude.  
(Rom 14:12)

**Respect** for everyone, everywhere--Being more like Jesus by exhibiting kindness, righteousness and humility. (John 13:34-35)

### **Athletic Objectives**

1. To honor God with our play.
2. To develop God-given skills and talents.
3. To develop positive relationships within the context of sports.
4. To learn valuable life lessons such as:
  - a. Teamwork
  - b. Self-Discipline
  - c. Work Ethic
  - d. Excellence
  - e. Goal Setting
  - f. Sportsmanship
  - G. Sacrifice
5. To keep our temples healthy and in good shape. (Romans 6:23)

### **Participation**

Any student may participate in athletics at Helena Christian School providing they are taking at least 2 credits (Bible is a required class.) Only Helena Christian students may participate unless given permission by the athletic director, the HCS Administration, and the Montana Christian Athletic Association.

Students who are homeschooled or attending a private school other than HCS (referred to as non-HCS students) are eligible to play sports for HCS under the following stipulations:

1. **Athletic Fee**  
Athletes must pay the sports fee that has been set for the sport and level in which they are participating.
2. **Interview**  
A non-HCS student applying to play sports at HCS must be interviewed, along with his/her parents, prior to acceptance into the HCS sports program. The interviews will be conducted by the athletic director.
3. **Eligibility and Team Openings**  
Eligibility to play a particular sport is contingent upon whether there are openings on the team after HCS students are first given the opportunity to participate (per MCAA

numbers). Any non-HCS student who has played for one year will be grandfathered onto the team, upon payment of the required fees.

### **Physicals and Release Forms**

All athletes are required to have a sports physical and provide HCS with a copy of their current physical. This is a prerequisite for practicing or being able to participate in any team functions other than meetings. Sports physical forms will remain on file with the athletic director and will be valid for the academic year in which they were acquired.

**When an athlete is injured and goes to a doctor then he/she must have a doctor's note releasing them to play or practice again!**

### **Transfers**

Transfer students may participate in athletics during their first semester of attendance at HCS unless restricted from doing so by the athletic director and/or Administration. All MCAA rules and guidelines will also be adhered to. Transfer students are subject to all participation guidelines outlined above, as well as all eligibility requirements to follow.

### **Eligibility**

Athletes enrolled at Helena Christian are eligible to participate in Varsity Sports for up to 5 years. In hardship cases, 7<sup>th</sup> graders may be granted eligibility by HCS and the MCAA to play Varsity sports when the number of participants falls below numbers which have been set by the MCAA.

- 8<sup>th</sup> graders' participation at the high school level will be determined by the amount of athletes in grades 9-12. In years when 8<sup>th</sup> graders are invited to participate at the high school level, the invitation will be open to all 8<sup>th</sup> grade students, not just select athletes. Equal playing time is not guaranteed, only the opportunity to earn playing time and be part of the team.

### **Academic Eligibility**

Academics are a priority for student athletes. Academic eligibility for student athletes will be determined weekly. If a student athlete has below a 2.0 grade point average, one F, or two Ds at the end of a week, he or she is academically ineligible for the following week. Ineligible athletes are required to attend all practices and home games. A student athlete's fourth

quarter grades may determine whether he or she is eligible to participate in games during the first month of the fall season.

### **Practices**

Practices will be scheduled by the athletic director with input from coaches. Practices are normally limited to Monday, Tuesday, Thursday and Friday. Wednesday team meetings (high school sports only) will last no more than 1 hour to allow and encourage students to attend church activities. Any other arrangement such as Wednesday practice or Saturday practices must be cleared through the athletic director.

Before participating in a game, an athlete must have participated in at least 10 practices, due to the fact that an out of shape athlete is more likely to get injured.

A player who misses practice with an unexcused absence may not be eligible to participate in the next game. If a player needs to miss practice for some reason other than family emergencies or sickness, the player must communicate with the coach beforehand. Work is not an excused reason for missing practice and will be considered unexcused. A player must be in school by 10:00 AM in order to be eligible to participate in that day's games or practices.

While HCS understands that away trips with late return times are difficult, it is the HCS policy that Athletes are expected to be in school on time the day after road trips. Students should take advantage of the long bus rides to do their homework, and/or sleep, so as to minimize the impact of late night returns. Student's athletes who are late arriving to school repeatedly after road trips will be called in to the athletic director's office and dealt with on a case by case basis.

Athletes are expected to be committed fully to the team of which they are a member as their absence has an impact on the entire team. Therefore, family outings should be kept to a minimum (scheduled outside of practice and game times).

### **Personal Withdrawal**

If for any reason an athlete decides to leave a sport, he/she will be required to meet with the coach and athletic director ahead of time to discuss the decision. Upon the completion of the meeting between the athlete, coach, and athletic director a decision will be made regarding the athlete's eligibility to participate in the same sport the next year.

## Traveling/Transportation

JV and Varsity sports within the MCAA require significant travel. Transportation to and from games will be provided by or arranged by the athletic director. The method of transportation will be by bus on most occasions. In the case where a HCS bus is not available, or would be impractical, parents may be asked to help transport HCS athletes. When a bus is used, athletes are required to ride the bus unless previous arrangements have been made with the coach. Junior High athletic transportation will be the responsibility of the athletes' parents. When a bus is not used for transportation, parents who are not transporting their own children must sign a permission slip for their child to ride with another HCS parent or coach.

All expenses associated with athletic travel (other than fuel when riding the bus) will be the responsibility of the athlete (motel rooms, food, etc.) At times, parent volunteers may provide meals at a nominal fee to help offset the costs.

The athletic director will inform coaches, athletes, and their families of the anticipated expenses on road trips. HCS understands that travel can be expensive and attempts to minimize costs, while making sure that athletes eat properly and are well cared for.

## Game Day Dress Code

High School athletes and coaches are representing Helena Christian School. Athletes and managers must be in dress code while in school on game days. For weekend home games athletes may show up to the games wearing game day attire or their uniforms per coaches' discretion.

Therefore, the following dress code is **required on game days**.

1. Boys are expected to wear dress slacks and a dress shirt.
2. Girls are expected to wear a dress, skirt, slacks /blouse combination.

Failure to comply with the dress code will result in disciplinary measures by the coach and athletic director.

## Conduct on Road Trips

While traveling, all HCS student athletes are representatives of our Lord Jesus Christ, of Helena Christian School, of their team, and their family. With this in mind, an athlete's conduct is extremely important. The following are guidelines designated to maintain a positive Christian witness to those we come in contact with:

1. Girls and boys will not be allowed in each other's rooms at any time, for any reason, without the permission of the coach. If a coach grants permission to enter the other sex's room, a coach or coach appointed chaperone must be present.
2. No phone calls may be made to other athlete's rooms after the coach appointed 'lights out' time. This includes cell phones.
3. No TV/movies which include profanity, sexual innuendo, or nudity may be watched. Nothing with a rating higher than PG-13 may ever be watched.
4. TV and lights will be turned off at the coach appointed 'lights out' time.
5. Athletes are to obey the rules of the hotel and make every effort not to disrupt other guests with excessive noise or activities.
6. Sneaking out may result in removal from the team and possible expulsion from school.
7. While riding in the bus, boys and girls will not sit in the same seat. Boys will sit in the back seats and girls will sit in the front seats.
8. The bus is to be kept clean. It is not the coach or bus driver's job to pick up after you.
9. When swimming is allowed all swimsuits must be modest. If you have questions about your suit ask your coach. Swimmers whose suits do not meet modesty standards set by the coach or athletic director may be told to put on a cover up or put their street clothes back on.

### **Expectations for Coaches**

Coaches are expected to set a positive example for their athletes on and off the court. Coaches are to model integrity, sportsmanship, and character. Coaches should strive to model a competitive spirit within the context of a Godly heart. Coaches should strive to honor God by being the best coach they can be while molding the athletes entrusted in their care. A coach's goal for each player should be that they reach their God-given potential. Coaches are expected to maintain discipline within their team on and off the playing floor/field. If additional help is needed, the athletic director may be asked to intervene. Coaches should set the example for their teams whether they are winning or losing. Humility and grace should be evident in both circumstances.

### **Expectations for Managers**

Managers are an important part of any team. Managers can have an impact on team morale and chemistry. A manager should always remain positive and upbeat and should never show

favoritism of any kind. Good managers facilitate a positive game experience. A manager can have a negative impact on a game if he/she does not do his/her job in a positive manner.

Managers must have a desire to serve. The position of manager is a position of servant-hood. Managers serve both the coaches and players in a variety of ways. Managers should be willing to do whatever is asked of them while going above and beyond when they see an opportunity to serve. (Ephesians 6:7). Managers are expected to be at all games and practices per coaches' discretion.

### **Expectations for Players**

Players have the responsibility to uphold Christian principles on and off the court. This includes; setting a good example for those who may look up to them as an athlete, keeping grades up, obeying the rules, and respect for their coaches, opponents, and official's at all times. Players are to be respectful of property at HCS, HCS practice facilities, and all facilities to which the team travels. Both winning and losing should be accepted in a humble and respectful manner. Players should strive to glorify God in every circumstance.

Technical fouls and yellow/red cards are not the representation of Jesus Christ that HCS or its athletic program desire to be remembered by. Therefore, a coach, manager, and player should refrain from any behavior that could possibly result in a technical foul or a yellow/red card. If a coach, manager, or player receives a technical foul or yellow/red card the following protocol will be followed.

#### **Yellow Cards**

Yellow cards will be handled on a case-by-case basis. If a coach, manager, or player receives a yellow card, the coach, athletic director, and administrator will have a meeting to determine severity of the situation and potential disciplinary action.

#### **Red Cards**

If a coach, manager, or player receives a red card he/she will be removed from the game for the remainder of the game. When a coach, manager, or player receives a red card they are required to sit out the next game. If a coach, manager, or player receives a red card during the season, he/she will be required to meet with the athletic director, coach, and administrator to discuss additional disciplinary action.

## **Technical Fouls**

Technical fouls will be handled on a case-by-case basis. If a coach, manager, or player receives a technical foul, the coach, athletic director, and administrator will have a meeting to determine severity of the situation and potential disciplinary action.

## **Expectations for Parents**

HCS parents have the responsibility to behave in a Christ-like manner before, during and after athletic contests. At all times parents should remember that they are representing Jesus Christ as well as HCS with their actions and words. HCS parents and families are expected to model excellent sportsmanship and grace. Referees, opponents and one's own athlete should be treated with respect at all times.

The following are important to being a successful team:

1. Being a team: 1 Corinthians 12:25,26
2. Showing respect: Romans 13:7
3. Excellence: Colossians 3:17
4. Perseverance: Philippians 3:13-15
5. Obedience: Ephesians 6:7,8
6. Self-Discipline: 2 Timothy 1:7

## **Conflict Resolution**

The HCS Conflict Resolution Policy can be found in the parent/student handbook on the HCS website. Please refer to parent/student handbook if conflict should occur.

## **Requirements to Achieve a Letter**

The following is a list of the minimal requirements an athlete must achieve to earn a letter from Helena Christian School:

1. Athlete must appear in the majority of the varsity games in order to earn a letter.
2. Athlete must be a contributing member of the Varsity program.
3. Athlete must be a positive role model and cooperative in attitude and action.
4. Unexcused tardiness and/or poor academic performance may prohibit an athlete from lettering.

5. The majority requirements may be waived in the instance of a significant contribution by a player during the state tournament.

### **Athletic Fees**

Athletic fees for the current school year for all sanctioned MCAA sports (high school soccer, volleyball, and basketball) are \$200 per athlete per sport for JV and Varsity. Golf fees are \$250 per athlete and Ultimate Frisbee fees are \$100 per athlete. Athletic participation fees for Junior High sports are \$75 per athlete, per sport.

The school bookkeeper will bill for athletic fees at the beginning of each sport. Families will be required to pay this bill promptly, or eligibility to play may be restricted. In the case of financial hardship, athletic scholarships may be available. If you find yourself in a situation where finances are going to prohibit you from playing a sport, contact the athletic director to see if an athletic scholarship may be available to you.

### **Helena Christian Uniform Policy**

A uniform will be issued to all Helena Christian School athletes. The uniform will be issued at the beginning of the athletic season. When a uniform is issued the athlete will be given a form to fill out stating the uniform size and number. Care and cleaning of the uniform is addressed on the uniform check out form. This sheet is to be filled out completely, signed and returned to the coach immediately. Coaches will give the completed uniform check out sheets to the athletic director.

The Student Athlete is responsible for maintaining the uniform as described on the check-out sheet as well as returning the uniform in good condition (normal wear and tear is expected) at the end of the season. Failure to return a uniform as described will result in the student athlete being charged full replacement value for the uniform.

**Acknowledgement of Receipt of the HCS Athletic Handbook:**

I, \_\_\_\_\_, have received and read the HCS Athletic Handbook. I agree to follow the HCS Athletic Handbook to the best of my ability.

X \_\_\_\_\_ X \_\_\_\_\_  
Athlete's Signature Date Signed

I/we, the parent(s) of \_\_\_\_\_, have read and agree with the HCS Athletic Handbook. I will support HCS implementing the Athletic Handbook.

X \_\_\_\_\_ X \_\_\_\_\_  
Athlete's Parent Athlete's Parent

X \_\_\_\_\_  
Date Signed

**This form is to be signed and returned to the athletic director prior to participation in the first game of any given season**