

HIGH SCHOOL

ATHLETE/PARENT HANDBOOK

2023-24



**HERITAGE CHRISTIAN SCHOOL
17531 RINALDI STREET
GRANADA HILLS, CA 91344
(818) 368-7071**

ATHLETE-PARENT HANDBOOK

In order to participate in any sport, HCS requires all athletes to register, complete the necessary forms, and provide electronic signatures through our site at AthleticClearance.com.

This handbook has been compiled for the benefit of both athletes and parents. It contains major expectations for athletes at Heritage Christian School. Both parent and athlete are to read the handbook.

In order that you may become informed, please go over each part carefully, discuss it, and stress the importance of abiding by the standards given. On AthleticClearance.com, you will be required to acknowledge receipt of this handbook and the contents herein.

A pre participation physical form is required before participation. It can be uploaded through AthleticClearance.com, or it can be submitted to the Athletic Office as a hard copy. This form can be found on the Heritage Christian School website.

Both custodial parents (single signature for a parent with sole custody) must sign the forms. Your response indicates awareness of our expectations.

Please keep this handbook for constant reference during the year.

Thank you for your cooperation.

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MISSION STATEMENT

It is the Mission of Heritage Christian School's Athletic Program to:

- Honor God with our actions, words and talents both on and off the playing field.
- Provide memorable experiences through the building of character, teamwork, and athletic ability.
- Encourage students to play in a competitive sport, while achieving academic standards, engaging in physical activity, and displaying proper sportsmanship.
- Provide coaches who are strong believers in Christ and examples to their players while creating character-driven and coachable athletes.

PURPOSE

- To please God and bring Him honor.
- To demonstrate a positive attitude towards the school, its rules, teachers, and Christian standards.
- To represent Heritage Christian School and the athletic program, promote and uphold school spirit, and demonstrate good sportsmanship.
- To develop discipline and leadership skills in individual lives.
- To have respect for authority, learn to work as a team and develop a sense of responsibility.
- To exhibit maturity and the attributes of a Christ-centered life, both on and off the campus.
- To be positive, support our teams, and refrain from any negative attitudes.

PLAYER'S RESPONSIBILITY/CONDUCT

- Always be prompt to practices and games.
- Notify the coach of any practices or games that you will be missing at least 24 hours in advance.
- Please be aware that in order to participate in or attend an athletic event, the student must attend 5 periods of class on the day of the event (or the day prior, if the event falls on a weekend or school holiday). In addition, students must dress and participate in their Physical Education class, if they are enrolled in one, on the day of the event (or the day prior, if the event falls on a weekend or school holiday).

PARENT/FAN RESPONSIBILITY AND CONDUCT

- Show proper respect to the players on both teams. Remember that each one of them is someone's son or daughter.
- Show proper respect for the visiting crowd. Treat them just as you would like to be treated in their gym or at their field.
- Show proper respect for officials and to their legitimate position of authority over the game.
- Remember that the other team's players, coaches and fans are not our enemies. They are merely our opponents in a game.
- Please do not "BOO" or otherwise show a negative reaction to an official's decision or to a player's performance.
- Remember that the Lord sees our actions and knows our thoughts and the intents of our hearts.

ADVICE FROM COACHES TO PARENTS

◆ Don't question the coach's decision in front of the players.

If a coach does something during a game or practice that you disagree with, please speak with the coach privately, away from the players. Confrontations in front of the players can lead to loss of respect toward coaches and/or parents. (Always speak directly with the coach, not to others. Matthew 18)

◆ Don't verbally abuse officials.

Officials are unbiased individuals hired to officiate an athletic event. Although at times we may disagree with an official's call, we need to understand that they are human and that they are doing the best they can. Any disputes in calls should be dealt with by the coaches.

◆ Let the coaches coach their team.

Within each parent there is a natural tendency to want to see their children do well. During the excitement of the game parents can often become "sideline coaches." Please allow the coach to do the coaching. Too many voices instructing the players at one time only leads to confusion.

◆ Be supportive.

Encourage your son or daughter when they win or lose. Help them to find something positive they did in the game. Help them to evaluate their performance and ways to improve. Even if they lose, try to get them to acknowledge that they did their best and that

alone makes them winners. Remember to pray often with your son/daughter. Pray that they will do their best unto the Lord.

ACADEMIC ELIGIBILITY FOR SPORTS

The following eligibility rules apply to participation in sports during the regular school year, not to summer sports.

A student's GPA includes all grades listed on the report card. Grades used to determine eligibility are those listed on the report card at the end of each grading period.

Participation fees will not be refunded in the event an athlete become ineligible during the season.

Athletes are required to maintain a minimum GPA of 2.0 and have no more than one “fail” during each grading period to be eligible to participate in athletics (practices and games). If an athlete's grades fall below a 2.0, they are put on academic probation as long as they do not have more than one “fail.” Two or more “fails” results in immediate ineligibility. During the probationary grading period, the student is permitted to participate in practices and games. Any athlete whose grades on the current report card fall below a 1.7 GPA, or any athlete on probation the previous grading period that is unable to improve their GPA to a 2.0 or better, is immediately ineligible for participation in sports. Academic probation is only for one grading period, therefore, the student who still does not meet the academic eligibility requirement at the end of their probationary grading period then becomes immediately ineligible and student is not permitted to participate in practices or games until they can meet the minimum grade requirements. Students who meet the academic eligibility requirement at the end of their probationary grading period are removed from probation having now regained full eligibility for the next period.

According to CIF rules, transfer students are not eligible for academic probation at the new school upon transfer.

The summer school session is not recognized as a stand alone grading period as it applies to academic eligibility for athletics. Summer school grades will be factored into the second semester final grades as an additional second semester class. This will only effect GPA eligibility. For example, if a student takes 7 second semester classes and is not eligible with a GPA lower than a 2.0 they can retake summer classes to be averaged in, but they do not replace the second semester grade. If they took two summer school classes a new GPA would be calculated out of 9 classes with the summer courses being factored in.

INTERSCHOLASTIC SPORTS CREDIT

- All high school students will receive credit for participation in the interscholastic sports program.
- Students may be granted a maximum of five (5) credits per semester or ten (10) credits per year.
- Interscholastic sports participation may be used by underclassmen to meet the Physical Education (PE) requirement for graduation or used for upperclassmen as elective credit. Like PE, Interscholastic Sports will not be counted in calculating academic GPA.
- For calculation of total GPA, PE and Interscholastic Sports will be included when figuring eligibility for team/sport participation.
- Students trying out that do not make the team will not receive credit and may be required to return to PE or to make arrangements to make up PE for credit at a later date.
- Interscholastic sports taken for credit:

Fall: Football, Girls' Volleyball, Co-ed Cross Country, Cheer, Girls' Tennis

Winter: Boys' and Girls' Basketball, Boys' and Girls' Soccer, Cheer

Spring: Baseball, Softball, Co-ed Golf, Boys' Volleyball, Boys' and Girls' Track and Field, Lacrosse

- The coach of each team will be responsible to submit grades to the Athletic Director for students for interscholastic sport credit (including conduct and work habit marks).
- The Athletic Director is responsible to see that these grades are submitted to the Registrar when due each grading period.

ATHLETIC PARTICIPATION

Athletic participation at Heritage Christian School is a privilege that is earned through academic study, adherence to school policy, and athletic performance. Information concerning athletic eligibility is in the Parent-Student Handbook.

Before a student can participate in tryouts, he/she must be currently enrolled for the semester of the sport and have the following items on file in the school office:

- Health Statement and Parent Consent Physical Card signed by parent(s). This requires a physical exam and a doctor's signature.
- Proof of medical insurance.

Before a student can participate in practices or games, the following items must be on file in the school office:

- Sports Participation Fee, paid in full.
- Pre Participation Physical Evaluation Form, with a doctor's signature.
- Athlete-Parent Handbook Acknowledgment signed by parent(s) and student on athleticclearance.com
- Sports Release Form, and CIF Code of Ethics signed by parent(s) and student on athleticclearance.com.
- To participate in games or practices, and athlete must attend school on the day of practice/game.

To participate in games or practices, an athlete must attend school on the day of the practice or game.

QUITTING A TEAM

After being selected to a position on any team, any athlete that quits the team for personal reasons will not be refunded any portion of the participation fee, nor be allowed to participate in the next sport season. Exceptions will be heard only by the administration.

DISMISSAL FROM A TEAM

Coaches are responsible for the conduct and discipline of their team. The method of discipline of athletes depends on the severity of the infraction and past disciplinary history. Coaches will use many methods of discipline in attempting to correct an athlete's conduct. These include counseling, communicating with parents, assigning additional work, suspension from practice and/or games, and dismissal from the team. Usually, dismissal from the team, depending on the violation, is the last step the coach will take, however, some infractions are so serious that dismissal may be warranted without prior disciplinary action. The coach's decision on imposing discipline, including suspension and dismissal is final. Conduct warranting dismissal includes:

- Major school infractions leading to suspension or expulsion from school
 - Consistent absenteeism from practices or contests without legitimate excuses
 - Insubordination to coaches or other school personnel
 - Use of alcohol, drugs, or tobacco on or off campus
- Any student dismissed from a team will not be allowed to participate in the next season of sport.

INJURY

If an athlete is injured at a practice or game, he/she is responsible to make the coach aware of the injury. When an injury involves a follow-up evaluation from a doctor, information regarding release to return to school/sports or restriction from sports must be submitted the first day the athlete returns to school. This information is submitted to the health attendant who is available in the front office from 8:00-8:45 a.m. on school days. Athletes on restriction from their doctor due to injury WILL NOT be allowed to participate in practice or games. A doctor is the only one who can release an athlete to return to play/activity.

TRANSPORTATION

- Transportation will be provided and or arranged by the school (vans or buses).
- Students may not transport other students to and from practices and games.

RELEASING ATHLETES TO PARENTS AFTER GAMES

Student athletes who were transported to sporting events/activities by bus or school van do not have to return to school on the bus/school van if the parent notifies the coach and properly signs out their child with the coach, unless the coach's policy is for the team to travel to and from the contest as a team on the bus. Each coach will have a roster in his/her possession for each athletic event that the parents can sign indicating that the athlete will go home from the game with a parent. A coach can also release a child to ride with another parent if the child has a note from his/her parents giving that parent permission to take the child. Any parental notes must have dates.

ATHLETIC FEES

There is a (*per sport*) fee assessment for each student desiring to participate in any interscholastic sport.

The fee becomes due for all athletes seven days before the first scheduled game; athletes may not participate in any games until the athletic fee is paid in full.

Participation fees will not be refunded in the event the student becomes ineligible during the season.

UNIFORMS AND EQUIPMENT

All athletes are responsible to care for uniforms and equipment during their seasons. At the conclusion of each sport season, all uniforms and equipment must be returned as requested. Any damage and/or failure to return equipment and uniform will result in appropriate fees assessed by the athletic department.

ATHLETIC PRECAUTIONARY & CONSENT TO PARTICIPATE STATEMENT

Participation in competitive athletics may result in severe injury, including paralysis, or death. Changes in rules, improved conditioning programs, better medical coverage, and improvement in equipment have reduced the risk, *BUT IT IS IMPOSSIBLE TO TOTALLY ELIMINATE SUCH OCCURRENCES FROM ATHLETICS.*

Players can reduce the chance of injury by obeying all safety rules in their sport, reporting all physical problems to their coaches, following a proper conditioning program, and inspecting their equipment daily. *DAMAGED EQUIPMENT MUST BE REPORTED AND REPLACED IMMEDIATELY.* Even if all the requirements are met, and even if the athlete is using excellent protective equipment, a serious accident may still occur.

LETTERMAN JACKET CRITERIA FOR ATHLETICS

Letter jackets are available for high school athletes. Students lettering in varsity sports and cheerleading may purchase jackets with leather sleeves.

◆ Eligibility for Athletic Letter jackets

- Athletes must complete one varsity season of sports, which means that the winter sports and spring sports can order in September, and the fall sports in February.
- If a player makes the team but gets injured, the athlete is still eligible for a letter jacket.
- An athlete who quits the team is not eligible to earn a letter.

◆ Items that can be placed on Athletic Letter jackets

- Printing can include first and last name (or first only) and a Bible reference
- Sports specific patches and pins purchased from the athletic department
- A large HC letter
- CIF patches and ALL-League patches must be ordered through the athletic department

The High School Athletic Director or representative of the Finance Office must approve all orders. All financial obligations must be met directly through the vendor.

MEDIATION AND ARBITRATION OF DISPUTES

1. Hillcrest Christian School, a California nonprofit corporation dba HERITAGE CHRISTIAN SCHOOL (the "School") is a Christian institution which believes that the Bible commands individuals to make every effort to live at peace and resolve disputes with one another in private and within the parameters set by the Christian Church (see Matthew 18:15-20; 1 Corinthians 6:1-8). Therefore, the School, and the parents, legal guardians, and legal representatives of its students (hereinafter the parties) agree that except as expressly exempted from these provisions, any and all claims or disputes which would otherwise be the basis for legal or court action, which arise from or are related to the School and its operation, including all aspects of a student's relationship with the School, its administrators, faculty, and staff, shall be settled by biblically based mediation and, if necessary, legally binding arbitration.
2. The parties hereto agree to mediate any dispute or claim as above described arising between them before resorting to arbitration. Mediation is a process by which parties attempt to resolve a dispute or claim by submitting it to an impartial, neutral mediator, who is authorized to facilitate the resolution of the dispute, but who is not empowered to impose a settlement on the parties.
3. The mediation shall be conducted in accordance with the Guidelines for Christian Conciliation Rules of Procedure of the Institute for Christian Conciliation, a division of Peacemakers Ministries (or its successor), which can be found at <http://peacemaker.net/project/guidelines-for-christian-conciliation>. The mediation shall be conducted at a location, in the San Fernando Valley, as determined under the **Rules of Procedure**. The parties to the dispute may mutually agree to the selection of an alternative method of mediation and/or a mutually acceptable alternative mediator to resolve the dispute.
4. If any party commences an arbitration or court action based on a dispute or claim to which the mediation provision applies without first attempting to resolve the matter through mediation, then in the discretion of the arbitrator(s) or judge, that party shall not be entitled to recover attorney's fees, even if they would otherwise be available to that party in any such proceeding.
5. The parties hereto agree that any dispute or claim in law or equity arising between them which is not settled through mediation, as above provided, shall be decided by neutral, binding arbitration and not by court action, except as provided by California law for judicial review of arbitration proceedings.
6. The dispute shall be submitted to binding arbitration in accordance with the **Rules of Procedure** promulgated by the Institute for Christian Conciliation, and judgment upon the arbitration award may be entered in any court having jurisdiction. In the event the arbitrator or arbitrators selected pursuant to the **Rules of Procedure** above decline to act, either party may submit the dispute to arbitration in accordance with the Rules of either ADR Services, Inc. (ADR) or Judicial Arbitration and Mediation Services, Inc. / Endispute (JAMS/Endispute). The selection between ADR or JAMS/Endispute shall be made by the party first filing for arbitration. The parties to an arbitration may agree in writing to use different rules and/or arbitrator(s). The cost of mediation and/or arbitration shall be governed by the Rules of Procedure. The parties shall have the right to discovery in accordance with Code of Civil Procedure Section 1283.05. In all other respects, the arbitration shall be conducted in accordance with Part III, Title 9 of the California Code of Civil Procedure. Judgment upon any arbitration award may be entered in any court having jurisdiction.
7. Exempted from the provisions of these mediation and arbitration provisions is the collection of monies due the School for tuition or other charges. Such collections may be enforced directly by legal action. The mediation and arbitration provisions created herein are not intended and do not give parents, guardians, or other legal representatives standing to arbitrate matters arising from the administration and implementation of the School's educational functions. Also exempted from the provisions of this Mediation and Arbitration of Disputes Agreement are any disputes which by law are required to be resolved by a governmental agency or are by law expressly exempted from arbitration.
8. If a dispute or claim involves an alleged injury or damage to which the School's insurance applies, the School's insurer may elect not to submit the dispute or claim to mediation or arbitration as described in this Agreement, in which event unless the parties otherwise agree, this Mediation and Arbitration of Disputes Agreement shall no longer be binding with regard to that part of the dispute or claim to which the School's insurance applies. Except as otherwise provided herein, the parents, legal guardians and legal representatives of their student agree that this Mediation and Arbitration of Disputes Agreement shall provide the sole remedy for any dispute between them, their children, or students, and the School and do hereby waive, on behalf of themselves, their children and students, the right to file any legal action against the School in a civil court or agency, except to enforce an arbitration award.

I/We have read the Mediation and Arbitration of Disputes Agreement printed above and agree to be bound thereby.

Signature of Father (Guardian) _____ Date _____

Signature of Mother (Guardian) _____ Date _____

Revised 3/2019

HERITAGE CHRISTIAN SCHOOL
17531 RINALDI STREET
GRANADA HILLS, CA 91344
818-368-7071

HIGH SCHOOL
ATHLETE-PARENT HANDBOOK

SIGNATURE STATEMENT FORM

As a condition of participation by: _____ (student's name), in the
_____ school year. We acknowledge that we have read and understand the following:

High School Athlete-Parent Handbook Acknowledgment

We have carefully read the Athlete-Parent Handbook and have discussed its importance with our student athlete. We understand that there is a participation fee to be paid, medical insurance to be provided, and CIF requires a sports physical *before* the athlete may participate in the sports program. We have also read the *Mediation/Arbitration agreement* and agree to abide by it.

Athletic Precautionary/Consent Statement

We have carefully read and understand *Athletic Precautionary/Consent Statement* allowing the above mentioned athlete to participate in interscholastic athletics at Heritage Christian School for the current school year. We understand that athletic participation at Heritage Christian School is a *privilege* that is earned through academic study, adherence to school policy, and athletic performance. Information concerning athletic eligibility is in the Parent-Student Handbook.

Parent/Guardian Printed Name

Parent/Guardian Signature

Date

Parent/Guardian Printed Name

Parent/Guardian Signature

Date

Athlete Printed Name

Athlete Signature

Date

SPORTS RELEASE

HERITAGE CHRISTIAN SCHOOL
A California Nonprofit Corporation
17531 Rinaldi Street, Granada Hills, California 91344
(818) 368-7071

Sports Activity: _____

Sponsor: Hillcrest Christian School, a California nonprofit corporation, dba Heritage Christian School, and its officers, directors, trustees, employees, agents, volunteer workers, promoters, and affiliates.

Name of Sports Participant: _____ **Age:** _____

Permission and Release: I represent that I am a parent or guardian having legal custody or the legal guardian of the above minor child (Sports Participant). In consideration for my child's participation in the sports activity stated above, the undersigned makes the following representations and enters into the following binding contractual agreements. I acknowledge that by signing this document I am releasing Sponsor from liability as hereinafter described. This document is a contract with legal consequences. I acknowledge I have been advised to read it carefully before signing and have done so.

I acknowledge that sporting activities in general are inherently dangerous and may result in serious bodily injury and/or death which no amount of care, caution, instruction, supervision, or expertise can eliminate. I further acknowledge that I am aware of the nature and extent of the Sports Activity listed above and the dangers inherent in that Sports Activity, and that I am further aware that the Sports Activity listed above is an inherently dangerous activity. I further acknowledge that my child's participation in this Sports Activity is a personal choice and is not required by Sponsor.

I, on behalf of my child, myself, our heirs, assigns, and personal representatives, freely assume the full responsibility and the risk of bodily injury, property damage, or death to my child due to the ordinary negligence of Sponsor and the ordinary negligence, gross negligence, or willful misconduct of any third party including others participating in the Sports Activity or any equipment defect whatsoever.

I give my permission for my child to participate in the Sports Activity described above, which may include transportation, supervision by volunteers and staff. The activity may include related events or functions such as meals after games and banquets. I hereby, on behalf of my child, myself, our heirs, assigns, and personal representatives, waive, release and forever discharge Sponsor, from any and all claims, including but not limited to claims for bodily injury, property damage, or death arising directly or indirectly from my child's participation in the Sports Activity, including injuries or losses caused by the ordinary negligence of Sponsor and the ordinary negligence, gross negligence, or willful misconduct of any third party including others participating in the Sports Activity, or any equipment defect whatsoever. I further agree not to sue Sponsor with respect to any claim for bodily injury, property damage, or death as a result of my child's participation in the sports activity.

I, on behalf of my child, myself, our heirs, assigns, and personal representatives, agree to indemnify, defend and hold harmless, at my sole cost, the Sponsor from any and all claims against sponsor arising out of my child's participation in the sports activity.

Any provision or portion of this Sports Release found to be invalid by a court having jurisdiction shall be invalid only with respect to such provision or portion thereof, and then only to the extent necessary to avoid such invalidity. The offending provision or portion shall be modified to the maximum extent possible to confer upon the parties the benefits intended thereby. The provision or portion as modified and the remaining provisions or portions hereof shall be construed and enforced to the same extent as if such offending provision or portion thereof had not been contained herein, to the maximum extent possible.

I further represent that I maintain private health and/or accident insurance or HMO coverage sufficient to cover bodily injury and/or damage resulting from my child's participation in the Activity. I further represent that the information provided by me in the Proof of Insurance portion of the Emergency Treatment Authorization on file or submitted herewith is current and correct.

Continued on Reverse Side

Emergency Treatment authorization and Medical Release: I affirmatively state that my child is in good health and has no known physical or mental conditions which would impair or restrict his/her participation in the Sports Activity.

_____ I have on file with Heritage Christian School a current Emergency Treatment Authorization the provisions of which are incorporated herein by reference. All information contained therein including my minor child's medical and health information is current.

_____ I enclose herewith an updated Emergency Treatment Authorization with current medical and health information on my minor child, the provisions of which are incorporated herein by reference.

Mediation/Arbitration: I further agree that any claim or dispute arising from or related to my child's participation in the Sports Activity or to this Sports Release or otherwise shall be settled by mediation and, if necessary, legally binding arbitration in accordance with the Mediation and Arbitration of disputes Agreement as set forth in the Parent-Student Handbook which is incorporated herein by reference and is attached hereto. I agree that this Mediation and Arbitration of disputes Agreement shall provide the sole remedy for any disputes arising between me, my children, and the school or its employees or agents and do hereby waive on behalf of myself and my children, the right to file any legal action against the school or its employees or agents in a civil court or agency, except to enforce an arbitration decision.

Print Name: _____ **Relationship to Minor:** _____

Signature: _____ **Date:** _____

Print Name: _____ **Relationship to Minor:** _____

Signature: _____ **Date:** _____

My child takes the following medication on a daily basis: _____

