

CELEBRATING
25
YEARS



ATHLETIC MANUAL

EAGLE'S VIEW ACADEMY 2019-2020

Home of the Warriors!

The Philosophy of Athletics at Eagle's View Academy

The philosophy of the Department of Athletics coincides with the overall philosophy of the school. The example we set should be his/her model for honesty, patience, citizenship, and Christ-like values. The Department of Athletics of Eagle's View Academy sets before itself the challenges of providing young men and women the opportunity to take part, compete, and achieve in an athletic program that stresses self-esteem, personal pride, and achievement.

Athletics and Academics

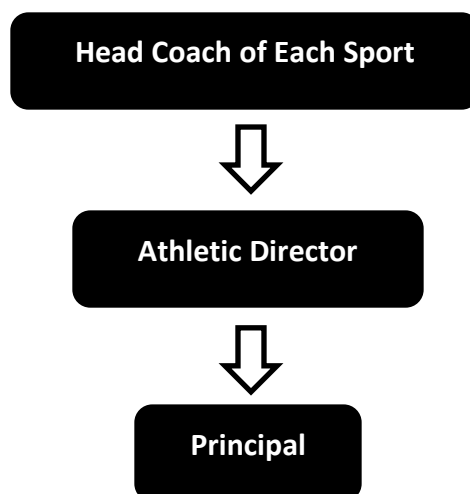
It is our responsibility to see that the student involved in the athletic program develops strong Christian values, as he/she excels in academics and athletics. Our role will be such that the student will realize that our concern is both academic AND athletic success and achievement. We must properly motivate and support the student both academically, athletically, and spiritually.

Loyalty

Loyalty is of the utmost importance in this department. For us to be truly successful - trust, dedication and respect must go hand in hand. Each coach must treat his/her co-worker with the same respect in which he/she would like to be treated. At no time is public criticism to be a part of the department.

Organizational Structure

Requests and problems are to go through proper channels according to the illustration below:



Director of Athletics Job Description

The director of athletics is appointed by the principal and reports directly to the principal. The director of athletics is responsible for the school's overall athletic program to ensure that all activities associated with the athletic program are consonant with the overall mission of the school.

Specifically, the duties of the director of athletics include:

1. ensuring that in all aspects of its athletic program, the school complies entirely with the regulations of the Florida High School Athlete Association
2. recommending to the principal the appointment of coaches for the various
3. sports that comprise the athletic program at the school
4. maintaining an inventory of all athletic equipment owned by the school
5. supervising the proper maintenance of all athletic fields and the gymnasium and recommending to the principal repair and/or replacement of any equipment
6. managing the operation of concessions at school-sponsored athletic events
7. arranging for proper and sufficient security when needed at school-sponsored athletic events
8. ensuring that proper and sufficient chaperones are provided for all away-from-school sponsored athletic events
9. reviewing and approving scheduling of games by coaches
10. preparing, submitting, and monitoring the Athletic Department budget
11. serving with the principal as liaison to the Booster Club
12. attending school board meetings and accepting appointment to school board committees
13. assuming other administrative duties assigned by the principal

Assistant to the Director of Athletics

The assistant to the director of athletics is appointed by the principal and reports to the director of athletics. The assistant will support the responsibilities of the director of athletics by

1. supervising and managing all home athletic contests
2. assigning personnel to assist with school-sponsored athletic contests
3. ensuring that all proper transportation policies are followed for away athletic contests
4. performing other duties assigned by the director of athletics

Head Coach – Job Description

The head coach is directly responsible for all aspects of his/her program. Specific duties include:

1. Serve as game day manager of his/her sport which includes supervising the following: preparation of facility, transportation arrangements, secure and pay officials, arrange for game day concession stand.
2. Maintain facility.
3. Secure/lock all areas
4. Prepare roster for Athletic Director to submit to the FHSAA.
5. Schedule all games
6. Assign duties to assistant coaches involved in his/her sport.
7. Inventory equipment
8. Prepare budget.
9. Dress appropriately for all meetings and practices.
10. Abide by all the Rules & Regulations for athletic contests as established by the FHSAA

Assistant Coach – Job Description

The assistant coach is responsible for performing the duties assigned by the head coach. He/she is to be familiar with and abide by all rules and regulations for the particular sport and those established by the FHSAA.

Coaches Code of Ethics

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program is designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated as though he or she is the coach's own, and his or her welfare should be uppermost at all times.

Accordingly, the following guidelines have been adopted by the Eagle's View Academy Athletic Department.

The coach shall:

1. Remember that he or she is a representative of Christ and Christian principles are in the forefront of all we do.
2. Be aware that he or she has a tremendous influence, for either good or ill, on the education of the student-athlete and, thus, never place the value of winning above the value of instilling the desirable ideals of character.
3. At no time verbally or physically abuse a student-athlete. The use of profanity, whether directed at an individual, team, or in conversation will not be tolerated.
4. Uphold the honor and dignity of the profession. In all contact with student-athletes, officials, athletic directors, school administrators, the FHSAA, media and public, the coach shall strive to set an example of the highest ethical and moral character.
5. Take an active role in the prevention of drug, alcohol, and tobacco use and abuse.

6. Promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
7. Master the contest rules and teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
8. Exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, parent groups, and administrators.
9. Respect and support contest officials. The coach shall not indulge in conduct which will incite players or spectators against officials. Public criticism of officials or players is unethical.
10. Ensure that before and after each contest, coaches for the competing teams should meet and exchange cordial greetings to set the tone for the event.

Eligibility

Each coach must know the eligibility requirements for his/her particular team. In order for an athlete to be eligible for competition his name must appear on the FHSAA Annual Eligibility List.

NO STUDENT MAY PARTICIPATE IN ANY PRACTICE WITHOUT FIRST CLEARING WITH THE DIRECTOR OF ATHLETICS THAT HE/SHE HAS FULFILLED ALL THE REQUIREMENTS AND HAS BEEN OFFICIALLY ENTERED TO THE APPROPRIATE REGULATING OFFICE.

The following procedure is to be followed:

1. In the preseason meeting, the names of all students who wish to tryout for the sport must be obtained.
2. Submit the roster to the director of athletics for clearance on the following FHSAA forms:
 - EL 2 – Annual physical
 - EL 3 – Parental consent & Insurance
 - EL 3 CH – Concussion/Heat
 - GA 4 – for new students grades 10-12. Recruitment.
 - EL 7 – Home School Student
 - Emergency Contact Info /Private Transportation Waiver
3. Upon completion of the Roster/Eligibility Checklist, the student/athlete will be entered as having fulfilled all requirements to participate.

Academic Eligibility

Florida High School Athletic Association Requirements for Participation in Athletics

Florida law states that as long as a student maintains a 2.0 cumulative grade point average the student will be academically eligible for participation. Additionally, it states that if a student in the 9th or 10th grades falls below the 2.0 cumulative grade point average requirement, the student will be allowed to participate on a semester-by-semester basis if the student: a) earns a 2.0 GPA on courses taken in the previous semester alone; b) signs an academic performance contract with the school, and c) attends summer school. Once however, the student enters the 11th grade, he/she must have and maintain from that point forward the 2.0 cumulative GPA to be eligible for participation.

The student must live with parents or others with whom he/she has resided continuously for a full calendar year. If residence is changed, immediately notify your coach and principal. Must have permission to participate for parents or guardian on file in the school office. Must have a doctor's certificate stating that student is physically fit for interscholastic competition on file in the athletic office. The certificate stating the athlete is physically fit to participate in interscholastic athletics is good for 1 year from the date of the physical exam.

Must have an athletic participation form completed and on file in the athletic office. Must be an amateur. Must not accept money, gift, or donation for participation in a sport or participate under an assumed name. Must not be guilty of gross unsportsmanlike conduct or exhibit behavior that is unacceptable to your principal or the FHSAA, both of which carry a six-week suspension from participation. **IF EJECTED FROM A CONTEST FOR A FLAGRANT FOUL OR UNSPORTSMANLIKE CONDUCT, THE ATHLETE CANNOT PARTICIPATE FOR 7 DAYS** and may not dress for a contest, sit on the team bench, stand in the team box, or be on the field of play if he/she is not eligible to participate.

Students who participate in interscholastic athletics represent Eagle's View Academy and are expected to conduct themselves in accordance with the Student Code of Conduct, as well as the rules and policies set forth by the FHSAA. Participation in interscholastic athletics is a **privilege** and should be regarded as such, therefore student-athletes are expected to exhibit the qualities of integrity, respect and sportsmanship at all times. The Code of Conduct and the FHSAA policies must be followed while representing Eagle's View Academy and includes: practice, travel, games, pre and post-game conduct. Students who violate any part of the Code of Conduct or the FHSAA policies while representing Eagle's View Academy will be subject to disciplinary action through the Office of the Dean of Students, as well as penalties handed down by the FHSAA. Any misconduct by a student-athlete resulting in a fine by the FHSAA will be paid for by the offending student or billed to his/her account.

School Attendance Requirements for Participation

Eagle's View Academy follows the Florida High School Athletic Association's regulations regarding all school-related functions. Students must be present for the number of periods

indicated in the following chart.

STUDENT SCHEDULE NORMALLY INCLUDES

1 period
2 periods
3 periods
4 periods
5 periods
6 periods
7 periods

MUST ATTEND TO PARTICIPATE

1 period
1 period
2 periods
2 periods
3 periods
3 periods
4 periods

Game Contracts

All games must have an FHSA contract signed by both schools before the event may occur. Do not enter a game on your schedule until the completed contract is received.

Maintenance of Facility

The head coach is responsible for proper maintenance of his/her game and practice facility. Maintenance items include:

Indoor facilities -	waste picked-up throughout the gym, assist with set-up and break down of equipment
Outdoor facilities-	waste picked-up around grounds, garbage cans emptied

The facility must be cleared of trash immediately following the event or within 24 hours of the event. Team members are expected to assist with facility maintenance.

Game Day Administration

Areas of responsibility include:

Facility preparation	Scorekeeper
Security	Ticket Takers
Ticket Sellers	Announcer
Officials	

Discipline

Each head coach is responsible for the proper behavior of his/her athletes. The head coach must establish a written policy for discipline and distribute copies to all athletes prior to tryouts. A copy of the policy should be submitted to the director of athletics

Inventories

To maintain the quality of our equipment, an up-to-date inventory of all uniforms and equipment is necessary. Inventories are to be taken before and after each season. Proper storage and inventorying of all equipment are a high priority. The head coach is responsible for maintaining accurate records (including equipment issue to athletes, check out and check in dates, etc.), proper storage areas, and repair and maintenance of equipment and uniforms.

Equipment Issue

A record of all equipment (including size, color, number, etc.) issued to each athlete must be logged and maintained on file by the head coach. The athlete should acknowledge receipt of items and sign for all equipment issued.

Uniform items or equipment are not to be given to athletes as gifts at the end of the season. The athlete will be charged for missing inventory items at the current replacement price.

Scheduling Games

Philosophies in making up a schedule vary from coach to coach. The director of athletics will assist in any way possible. It is, however, important that schedules be completed in adequate time to have officials assigned, schedules printed, and facility usage planned. A guideline for completion of schedules is for your **SCHEDULE TO BE COMPLETED PRIOR TO THE BEGINNING OF THE SEASON PRECEDING YOURS.**

Game Cancellations

In the event that a HOME athletic contest is canceled or has to be rescheduled, the following people are to be notified by YOU of that cancellation/rescheduling.

- Athletic Director
- Opponent
- Officials (A.S.A.P.)
- Police (if assigned)
- Cheerleader Sponsor
- Concession workers
- Coaches assigned to work (you will have a list)
- Newspaper
- Office Secretaries (A.S.A.P.)
- Transportation (if used)
- Athletes (remind to call their parents)

In the event an AWAY athletic contest is canceled, the following are to be notified by YOU.

- Athletic Director
- Cheerleader sponsor

Office Secretaries (A.S.A.P.)
Administrators
Transportation (if used)
Athletes (remind to call their parents)

Athletic calendar

All coaches are expected to avoid scheduling any contests which might interfere with semester exams, PSAT, or major testing dates such as ACT's and SAT's, etc.

Before beginning to compile your schedule, be sure to check with the director of athletics for any restrictions as to FHSAA starting dates and conflict which may occur in the Master Athletic Calendar. This foresight will prevent having to reissue contracts due to conflicts with events already scheduled.

Fund Raising

Teams are required to actively fundraise in attempts to offset expenses. All fundraisers must receive approval from the Athletic Director.

Financial Obligation of the Athletic Department

The athletic department will be responsible only for approved purchases which were submitted on the "Purchase Request" form and with a pre-approved purchase order. The athletic department will *not* pay for purchases not approved on these forms.

Officials

Once your schedule is completed and submitted to the director of athletics, the proper officials' association will be notified of your needs. If you have strong feelings about using any official, please report this to the director of athletics who will in turn relay this to the head of the officials' association.

The director of athletics will handle all complaints regarding officials. Coaches are to report grievances to the director of athletics who will handle concerns and maintain good relations with officials. Coaches are not to call the heads of officials or any official personally.

Coaches set the example as to how to react to authority. No official is perfect; as we are unfortunately aware, but we must at all times respect the official's integrity. To question a call is a coach's prerogative, but HOW the call is questioned is very important. Verbal attacks and histrionics toward officials will not be tolerated. Coaches are the "books" that student/athletes read on how to deal with disagreements toward authority figures. Control, composure, and

class should always guide your actions when dealing with officials. Coaches are to be respectful and hospitable to all officials working our games.

Hosting Tournaments/FHSAA State Series Play-Offs

Planning and organization are the keys to the success of any tournament. When our school is designated as the host for any event, notify the director of athletics immediately so that plans and preparations may be instituted.

Transportation

If bus, van, or car transportation is necessary, the head coach is responsible for arranging details. Any rental vehicle must be equipped with seat belts, and all passengers are required to wear his/her seatbelt. Remember that planning is the key to organization and all sources for transportation should be contacted several weeks before the event. **VANS WITH SEAT BELTS MUST BE RENTED AND SEAT BELTS MUST BE WORN BY PASSENGERS AND DRIVER.**

Transportation to local events may be arranged by individual transportation, such as parent vehicles. Information regarding vendors who offer bus and van service is available from the director of athletics. All transportation costs must be included in your sports' budget.

Vans which carry 15 passengers (including the driver) may NOT be used-this would include parents' personal vans or regular rental van. Smaller vans can be used; however, occupancy for which it was built must not be exceeded.

There is to be NO EXCEPTION made concerning this liability risk.

TRAVEL BY PRIVATE TRANSPORTATION

- Any parent/volunteer who wishes to transport students must be cleared through the coordinator of activities.
- Secure parents to assist with transportation.
- Allow ample time for departure routine (transportation worksheet, directions, emergency plan, stopping, return trip, etc.).
- Provide each driver with directions to the site.
- Some parents may not wish for their students to transport other students. If that is the case, place them in the vehicle of a parent or coach OR if space is not available, they must drive their own vehicle unaccompanied.
- Discuss with the drivers before leaving the school, an emergency plan, i.e., car failure, need for stops, etc.
- In the event of a problem at the game site (cancellation, location, etc.), all drivers must wait at the destination until all cars arrive.
- If necessary, designate a general area for stopping.
- If anyone will not be accompanying you on the return trip, they must notify you before

- leaving the school.
- Designate a "lead-car" and a "trail-car" that are part of your group. Hopefully, this will assist with any possible problems. Each of these vehicles should be that of a coach or parent. This does not mean that it is necessary to caravan, but simply try to stay together when traveling.
- Reconfirm with your group after the event who will be returning to school or directly traveling home.
- Confirm, by way of student participation form, that permission has been given for the student to be transported or to transport students.

Cancellation of Transportation

It is the responsibility of the head coach to contact the proper vendor to cancel/re-schedule transportation arrangement.

Medical Personnel

Eagle's View Academy has contracted for all HOME games medical/athletic training services. Any medical problems should first be directed to our athletic trainer for evaluation and determination of course of treatment.

Team Attire on Trips

The way you and your team dress are the way the students of Eagle's View Academy are viewed by others.

If in team uniform, the athlete must be dressed in appropriate attire when arriving at the site of the contest. Shirts must be on and shirt tails tucked in.

Changing Sports in Season

An athlete who is accepted as a team member of a sport and then quits or is dismissed during preseason or regular season will not be allowed to participate in another sport in which the season runs concurrently. The purpose of this rule is to instill the importance of commitment and responsibility and to prevent athletes from depriving others the chance to compete. If an athlete needs to stop playing they will have to get a release from the head coach so they will be eligible for the next sport.

Each sport is required to have a 2 day "tryout". The tryout is for the benefit of the coach to consider each athlete, and for the benefit of the athlete to fully consider the sport.

Awards (Lettering)

The head coach of each sport will determine the letter winners in his/her sport. Avoid problems by letting your team know what is required to letter at the beginning of the season.

Athletic letters and/or certificates can be obtained from the director of athletics.

Publicity

Athletes and programs deserve as much recognition as possible. It is the responsibility of the head coach to promote his/her sport to the community, school, and news media. Morning announcements the day after the contest inform students and faculty of the progress of all programs. Athletes enjoy hearing their names during these announcements.

The following have asked that we contact them immediately after each contest –**WIN or LOSE**– to report scores and individual and team statistics:

	Phone	Fax
Florida Times Union	359-4246	359-4478

Physicals/Medical Release/Insurance/Parental Permission Forms

All athletes must have forms completed before he/she is allowed to participate in a conditioning program, practice, or contest. Copies of this form are available in the athletic office. A copy of the Emergency Contact form is kept by the head coach and in his/her possession at all practices and games. Upon conclusion of the season, return the forms to the director of athletics for future use.

Out-of-County or Overnight Travel

The coach must submit the Out-of-County or Overnight Field Trip Request Form to the administration for approval at least three weeks in advance and follow the guidelines/deadlines as outlined (required forms and check list available from the assistant to the athletic director). Providing adequate chaperones and supervision is the responsibility of the coach. Bus or van transportation must be arranged for out-of-county or overnight field trips- no private cars may be used. For out-of-county or overnight trips, chaperones must be informed of and follow instructions as established by the Florida High School Athletic Association.

All Out-of-county or overnight travel forms may be obtained from the coordinator of student activities.

The following procedure is used for teams traveling overnight:

1. Room assignments- all players/managers will be assigned rooms by the head coach.
2. Uses of phones – room phones are not to be used for local or long-distance calls. There will be no reimbursement for phone calls.
3. Supervision – the head coach is responsible for the behavior of the athletes. Athletes must not be left alone and must be supervised at all times.
4. Departure procedure – 1) the head coach will inspect each room with the members present; 2) the head coach will contact the manager for inspection and have the manager complete the EVA motel form.

Admission Policy and Recruitment of Prospective Students

The marketing policy of our school will be absolutely consonant with the recruitment policies of the Florida High School Athletic Association which state:

Recruiting of student athletes shall be considered a violation of the spirit and philosophy of the By-Laws of this Association (FHSAA). The principal of each member school shall be held accountable for recruiting infractions by any member of his or her faculty, non-faculty coaches and those individuals under supplemental or consultant contracts with his or her school. No faculty member of a member school may directly or indirectly attempt to induce or solicit the enrollment of any prospective student/athlete. Normal advertisement in the news media and the distribution of school catalogs, pamphlets and brochures by the school administration is not a violation of FHSAA regulations. The principal may respond to inquiries of a student or the parent of a student relative to the curriculum or enrollment procedures of his/her school.

Principals are responsible for informing booster clubs and school parent groups to refer inquiries of prospective students to the principal.

The penalty for violating this article is severe. It is the intent that a school not profit from the successful recruitment of a student.

Everyone associated with our school needs to cooperate in marketing it in an appropriate manner and in a way that complies completely with the guidelines outlined above.

The following are guidelines to market our school and to respond to those who express an interest in Eagle's View Academy:

1. Everyone is free to talk about our school – but tell the whole story. We market a Christian education- not a particular sport or activity.
2. If someone expresses an interest in our school, refer them to the principal. They will be invited to visit our campus and have an interview scheduled with the principal.
3. During the interview with the principal, the overall program will be explained. If interest is expressed about a particular sport or organization, the principal will invite the appropriate individual to join in the meeting.
4. Any member of the faculty or coaching staff not abiding by these guidelines, or who cooperates in or in any way encourages recruitment in violation of the By-Laws of the Florida High School Athletic Association, and in so doing jeopardizes the good name and/or standing of Eagle's View Academy, will be discharged.

The following policy is in effect regarding the transfer of students into our school:

- The principal will make the final determination regarding acceptance of a new students

according to school guidelines.

Booster Club

Booster Clubs are encouraged to help offset expenses of each program. Administrative approval is necessary.

Tobacco Policy – Coaches

The following policy shall be enforced:

1. No tobacco products on busses or vans going to/from games.
2. No tobacco products during practice/games.
3. No tobacco products in areas frequented by students.
4. No tobacco products in the athletic offices.
5. No tobacco products, period!

Coaching Clinics and Professional Improvement

Staff and individual professional improvement is crucial to the growth of the department. Attendance at various clinics is permissible provided the following procedure is followed:

1. Cost for the clinic is covered in the individual sport's budget.
2. Attendance at more than one clinic per year requires approval of the director of athletics.
3. At least three weeks notice must be given to the director of athletics for notification and approval by the administration.

Use of Facilities by Outside Groups

Because of liability, use of all school facilities (building, groups, athletic facilities)—at any time during the year—by outside individuals or groups must be approved by the principal.

As the condition of the athletic facilities improves, it is understandable that more groups and individuals will request the use of our facilities. We want the best facilities in the state and we encourage their use.

If a group or individual requests the use of the athletic facilities, a "Permission for Use of Facility" request form must be completed and submitted to the director of athletics for approval. Upon approval, the group or individual must retain a copy of this form to provide proof of approval to our security company. Proof of insurance and release of liability are required for all groups or individuals.

Groups or individuals are not to be given keys to facilities for their private use. If the group or

individuals request is approved, the coach submitting the request must be present for the activity.

Use of Facilities- In School

Because of the number of sports at Eagle's View Academy the demand for use of facilities is an ever-increasing problem. Facilities shall first be available to the sport(s) which are currently in season. Starting/ending dates shall determine "in season" standing. In the event that more than one sport shares the facility, the facility's use will be rotated weekly among the sports. Scheduling of games shall follow this same procedure. At no time is one sport to have priority over the facility. Any difficulties in following this policy will be reviewed by the director or athletics.

Tryouts

To ensure that all students are properly notified of tryouts, all avenues of promotion are to be utilized: announcements, signs, and word-of-mouth. Notifications should take place 2-3 weeks before the actual tryouts.

Each sport is required to have a 2 day "tryout". This tryout is for the benefit of the coach to consider each athlete, and for the benefit of the athlete to fully consider the sport. Any undue hardship case will be considered by the director of athletics or principal.

Before the actual tryouts, a meeting is to be scheduled at which time tryout information, policy/rules, and issuance of necessary forms is to occur.

A roster/eligibility checklist must be used and submitted to the director of athletics before the first official practice.

Team Selection

An unpleasant and unfortunate reality that all coaches have to deal with is that you can keep only so many players. This is oftentimes a very difficult situation for a coach to handle. It is of PARAMOUNT IMPORTANCE that the procedure of "cutting" any individual for a team be done with sensitivity and tact. Every athlete is a "winner"; nonetheless, some may not achieve "varsity" status.

All coaches must make certain that candidates have had ample opportunity to show the level of skill that they possess. Under normal circumstances, at least two days of observation will suffice for proper evaluation. This should be done through drills, playing conditions, etc. It is best if some type of objective criteria is used in evaluation of those trying out for the squad. This could include such things as times running over a specific distance, so many shots made out of a given total, etc. Avoid subjective criteria whenever possible so that the tryouts are as

objective as possible. This will help to eliminate any questions that might arise at a later date regarding the validity of the tryouts.

Once your decision has been made as to the final squad, please make an honest effort to see and speak with those who did not make the final cut. Have a frank discussion with those individuals explaining what you were looking for, areas they need to work on, and leave them with some positive advice/comments. Whatever method you use in talking with those who did not make the team, remember that these are young people who do have feelings, are sensitive, and deserve to be treated with sensitivity and tact by every member of the coaching staff.

Early Dismissal from School – Team/Coach

Early dismissal from school should be limited to one time per week. If an early dismissal is necessary, the head coach is to notify the Principal of Student Affairs, the Director of Athletics, and our Student Activities Director 72 hours prior to that date.

Injury Procedure

If a student/athlete is injured, the following action is to be taken.

1. Evaluate the condition of the athlete
2. Call for medical assistance if needed.
3. Call the parent/guardian. If the head coach is unable to call, have an assistant coach, parent, or another adult call. Do not have a student call the parent.
4. Complete and submit an Injury/Incident Report form within 24 hours.

Roster Updating

The director of athletics is to be notified **immediately** of any changes in the team roster. Written or email notification is necessary to ensure proper eligibility. Each head coach is to be familiar with the deadline date for roster changes. This information is available in the rules/regulations bulletin from the FHSAA.

Athletes' Locker Rooms

The safety, security, cleanliness, and maintenance of the locker rooms are the responsibility of all coaches. Athletes are to be reminded and encouraged to “pick up” after themselves and maintain the areas. Athletic shoes (cleats) are to be removed before entering the locker rooms and gymnasium. Shoes are not to be cleaned on walls of locker rooms.

The security of the building is the responsibility of all coaches. Doors are to be kept locked at all times, if the athlete(s) need to enter the building, the coach is to unlock the building and lock it upon the exit of the athlete. Do not send a student with your keys to unlock an area.

College Coaches Visiting Eagle's View Academy Campus

As college recruiting becomes more competitive, many recruiters find it necessary to visit the high school players on campus. The high school coach is to remind the college recruiters that athletes at Eagle's View Academy face many academic demands, and therefore, are not to be excused from classes. Coaches are not to request from a teacher that a student misses his/her class to visit with a college coach. Appointments are to be made with a guidance counselor concerning academic standings of students.

Keys to Athletic Facilities

Coaches are not to make duplicate keys to the facilities and are not to lend out keys to anyone who is not a member of the athletic staff at Eagle's View Academy. If a key is lost, immediately notify the director of athletics. When a coach leaves the employment of Eagle's View Academy, all keys are to be returned to the director of athletics before his/her departure.

Starting/Ending Dates for Individual Sports

SCHOOL SPORTS CALENDAR YEAR- The school year as defined for sports seasons shall be set by the FHSAA to the close of the school year.

No organized practice shall be conducted in any sport until the starting date for that sport unless the necessary paper work is completed.

SPORTS SEASON- a sports season shall be defined as that period which begins with the FHSAA designated practice date and continues through the last regular season or play-off game in a particular sport (state tournament). Sports seasons have been defined so that students may have a greater opportunity to compete in a variety of sports without the pressure of being restricted to one sport.

OFF-SEASON HIGH SCHOOL PREPARATION- During the off-season period, the head coach, assistant coach, or anyone else associated with the school, shall not have any contact with team members or potential team members except to conduct physical examinations, explain eligibility regulations, solve insurance problems, review films, and build team morale, except as defined in the statement on OPEN FACILITIES per the FHSAA.

A program of WEIGHT TRAINING which is general in nature to promote conditioning and physical fitness may be conducted provided the program is not designed specifically for WEIGHT lifting competition or designed for a specific sport. All weight training shall be open to all and required by none (By-Laws Football).

OFF-SEASON – Off-season shall be defined as that period of time during the regular school year but outside the defined sport season for a specific sport.

Practice shall be defined as the teaching or coaching of techniques and skills in any manner in a particular sport to a selected individual or individuals.

Students may participate on voluntary basis in any summer sports program provided by any amateur or recreational organization as long as amateur rules and the FHSAA amateur rules are not violated. Students may participate in various summer activities provided they do so at their own or family expense (camps, clinics, etc.). No student shall be required to participate in any summer sports program, camp, or clinic by his/her coach to qualify for a place on the school team for the coming season. Players of a member school team in attendance at camps or clinics shall not compete as a high school team.

(Exception- Football Note 1 following Article 21, Section 1, Paragraph 1 FHSAA By-Laws).

OPEN FACILITIES- Open facilities for recreational purposes for all students is permissible. Opening facilities for a select group of students to practice individual skills for a specific sport shall be a violation of the open facilities policy. School personnel who are in attendance in a supervisory capacity only shall not coach or give instructions for sports skills and techniques. No select group of skills or interval training schedules may be assigned to students to perform during open facilities.

COACHING- Coaches may be involved in recreational sports programs or camps where their players are in attendance during the summer recess without being in violation of the off-season rules. During the off-season, a coach or prospective coach of any member school may be involved with a non-school team in a sport that he/she coaches provided the non-school team meets the following requirements. (FHSAA Handbook, p151)

The school shall not assume responsibility for or provide a facility for these activities. If school facilities are used, they must be contracted to the organization that is responsible for the program. The member school shall not assume liability or insurance for the non-school activity.

Additional Duties

On occasion, coaches are asked to assist with various athletic functions. All coaches are to make every effort to assist with these additional duties as assigned by the Director of Athletics.

Securing EVA Gymnasium

The following areas are to be secured by YOU at the completion of each contest your team is hosting at Eagle's View Academy. If you have any questions, please see the director of athletics.

- Doors to the back of school locked, but not bolted
- Bench areas cleaned

- Trash picked up around stands
- All equipment broken down and locked
- Scoreboards lights - turned off
- Lights off – Concessions, Restrooms
- Lights off – Gymnasium
- Arm alarm – lock front door
- Lock gates

Coaches Conduct

It is expected that all Eagle's View Academy Athletic Department personnel (faculty or non-faculty) shall conduct themselves in a sportsmanlike manner and follow all FHSAA policies.

In the event an Athletic Department employee is reprimanded or fined by the FHSAA, the principal shall conduct an investigation and report the findings to the FHSAA. Any fine levied by the FHSAA shall be paid personally by the employee.

Tattoos

Tattoos are permitted although they are not encouraged. If an athlete should have a tattoo, he/she **must keep that area covered at all times.**



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