

# Trinity Lutheran School



*Home of the Kingsmen*

## Athletic Handbook

### **Inclement Weather**

If there is an unexpected school closing, practices and game will be cancelled. Exceptions may include if the hosting school is in session that day or a tournament situation.

### **PROCESS FOR HANDLING CONCERNS**

Everyone is entitled to a process for having their concerns handled. Also, everyone is responsible for proceeding with their concerns in a God-pleasing and orderly manner indicated in Matthew 18.

Remember that coaches are volunteers. Please make every effort to not unduly burden or pressure them. Contact the athletic director for guidance as to best handle a situation if needed.

If a situation does arise, the following chain of communication should be followed:

1. Arrange a meeting with the coach.
2. If the issue is unresolved, an appointment may be scheduled with the athletic director and coach.

At no time should talking to other parents about private concerns or posting them on social media be considered acceptable. Parents and student-athletes are encouraged to wait 24 hours following a game to speak with the coach or athletic director regarding playing time or other game related concerns.

**ATHLETIC POLICIES**

**Sports Physicals**

Trinity Lutheran requires a yearly physical be on file for any potential student athlete. The physical examination form, dated after April 15th from the prior school year, must be on file with the secretary or athletic director before an athlete will be able to participate in practice or games.

**Concussion Awareness**

As of June 30, 2013, schools are required to train and educate staff, coaches and parents on the signs and symptoms of concussions. An informational handout is available on the school website or can be found in the school office. The Concussion Awareness Waiver must be signed by the student and parents and kept on file in the office during the TLS school tenure.

**Participation Waiver and Parent Permission Form**

In order to participate in TLS sports, the participation and permission waiver must be completed by the end of the first week of school each year and kept on file with the secretary or athletic director.

**Practice Policies**

Practices will not interfere with Advent, Lenten or Sunday worship services. Practice times will vary to accommodate all TLS teams and the coaches’ availability.

**First Aid Policy**

In the case of an emergency, TLS supports anyone who is willing to administer first aid to an individual. In the case of a medical emergency, the principal and/or athletic director should be notified in a speedy manner. An accident form should be completed by the coach. This is to ensure prompt and efficient communication between the school and family of the injured party.

For minor accidents, there is a medical kit with ice packs in the gym storage room. Coaches will be provided a medical kit and parental consent forms for treatment to be brought to all athletic contests.

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## **ATHLETIC MISSION STATEMENT**

The purpose of athletics at Trinity Lutheran School (TLS) is to provide an extension of the school's Christ-centered, quality educational experience. It seeks to assist students in developing their God-given abilities and talents while learning skills such as teamwork, cooperation, leadership, self-sacrifice, fair play, and good sportsmanship, while continuously treating their bodies as a temple of God.

## **OBJECTIVE OF TRINITY LUTHERAN ATHLETICS**

1. To glorify God with their gifts and talents.
2. To strive for excellence in the development of their talents.
3. To learn teamwork and cooperation while working together to accomplish a task.
4. To accept decisions and responsibilities in a Christ-like manner, whether in victory or defeat.
5. To provide students an opportunity for growth physically, spiritually and emotionally.

## **ATHLETIC PROGRAM INFORMATION**

Trinity Lutheran School teams' mascot is the "Kingsmen." The school colors are green and white.

**Athletic Director:** Stephanie Olohan

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Trinity Lutheran School

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## **PARTICIPATION AND CONDUCT**

1. Students who participate in sports at TLS are expected to put their responsibilities for practices and games before the obligations of another sport that they may be involved with outside of TLS. This helps to ensure team unity and fluency in Trinity's athletic program.
2. All athletes must have a physical form and concussion awareness form on file with the athletic director before they may participate in a practice or a game.
3. A student must be in attendance at school on the day of a game or practice from lunch time to closing in order to be eligible to attend or participate in that day's practice or game. Excused absences, e.g. funerals, doctor's appointments and family emergencies are an exception. If a student is absent on Friday and an event is scheduled for the next day, the student will be allowed to participate.
4. Students, who are or will be absent, arriving late, or leaving early from practices or missing a game, must notify the coach prior to the event.
5. Any use of tobacco, drugs, alcohol, or other controlled substances will result in immediate removal from the team for the sport's season.
6. Undesirable behavior during practices, home or away games, or in transit to and from these games may result in ineligibility or disciplinary action by the athletic director, principal or coach. For guidelines on student behavior, see the TLS school handbook.
7. Any suspension from school disqualifies an athlete from participating in practices and games that may be scheduled during the suspension. Reinstatement to the team will come after the school suspension has been served.
8. There is an athletic fee per student per sport due prior to the first game in order for the student to participate.

## ATHLETIC ELIGIBILITY

### Academics

Participation in TLS sports program and extracurricular activities, where the student is representing the school to the general public, is a privilege. If a student works to capacity in the classroom, he/she is more apt to give the same effort in athletics. Therefore it is expected that every student work hard mentally as well as physically to reach his/her potential. Since academics are foremost in importance, and since it should be an added privilege to participate in athletics and extracurricular activities, these guidelines have been established.

1. Students must maintain a 2.0 average, with no failing grades in all subject areas. The student must be completing his/her course requirements in order to be considered eligible for participation in athletics or any extracurricular activity. A student may not have outstanding incompletes or a failing average in any subject.
2. It is the student's responsibility to be aware of their grade point average.
3. Eligibility is determined continually by teachers and reported to the athletic director.
4. The athletic director or extracurricular activity advisor will communicate ineligibility to parents and coaches.
5. A student who is declared ineligible for participation in athletics or extracurricular activities shall continue to be ineligible for at least one full week. They cannot become reinstated to an eligible status until the deficiencies leading to the ineligibility are resolved.
6. An ineligible student should attend, but not participate in practices and games.
7. A suspended player may not attend athletic games, practices, events or extracurricular activities.
8. The students and parents will be informed on ineligibility status via phone and written communication. Parents may request a meeting with the teacher(s) involved. The athletic director and/or principal may be involved after an initial meeting with the teacher(s).
9. Upon dismissal from a team, written notification will be given to the student and parent(s). A copy will be sent to the principal and teacher(s).

## RESPONSIBILITIES AND EXPECTATIONS OF ATHLETES

Student participation in any sport offered by Trinity Lutheran is a privilege. The athletic staff works very hard to provide as much opportunity as possible for participation. Please show your appreciation to the coaches, parents, staff and volunteers that make athletics possible.

### *Athletes at Trinity Lutheran are expected to...*

- Treat their body as a temple of the Lord.
- Treat teammates, classmates, parents, coaches, fans, and officials with the highest respect and honor.
- Give their best effort, play fair, promote good sportsmanship, and follow directions and rules.
- Develop their skills outside of practices and games.
- Cheer their teammates on in victory or defeat.
- Treat all school equipment and facilities with respect and care.
- Arrive no more than 10 minutes prior to the start of practices and arrange a ride home at the end of practice.
- Follow the coach's team, practice and game attendance rules.
- Leave school once dismissed unless written arrangements have been made in advance by a parent with the school or by a teacher, or an athletic function is held immediately after school.
- Refrain from having unsupervised siblings or friends at practices or athletic contests unless permission has been obtained between the parent and coach.

## RESPONSIBILITIES OF ATHLETES cont...

### Athlete Dress Code

- Secure proper practice clothing and footwear. Athletic shoes must be worn at all times and athletes are required to wear shoes with non-marking rubber soles.
- Dress with modesty when practicing. Spaghetti strapped tank tops are not allowed and shirts must be worn at all times. Shorts should not be shorter in length than mid-thigh.
- Abide by TLS's dress code and the game-day dress code as assigned and discussed by the coaches.

### Uniform Assignment and Treatment

- Take good care of your assigned uniform and follow washing instructions. Athletes will be charged new uniform prices for any part of the uniform that needs replacing or is not returned.
- Please refrain from wearing the uniform out to restaurants or for leisure activity.
- Refrain from wearing the school-issued uniform to school, practices, or as physical education apparel.
- Return the washed and clean uniform to the athletic director within ONE week of the last scheduled event of the season.
- If uniform is not returned within ONE week, report cards will be withheld and no other uniform will be issued until current uniform is returned.

*Coaches or teams may decide to order additional articles of clothing during the season. Full participation is not required, but is encouraged to promote team unity.*

## TEAM MAKE-UP AND SELECTION

Trinity's athletic program has an open roster. Athletics can be a very rewarding and educational experience and we hope to involve as many students as possible for each of the sports offered. As a result, to date, it has been the practice not to cut individuals from squads. Due to class size variations, "try-outs" may be necessary to field a team or to balance the number of students on each team. In those cases, the athletic director would work closely with coaches in choosing those members who would be selected, while giving considerable discretion to the welfare of the student athletes.

### SPORT LEVEL PHILOSOPHIES

**"C" Team (3/4 Grade):** Participation at this level is developmental. The fundamentals of the sport are strongly stressed. Winning is not overemphasized. Instead, the emphasis is placed on the development of team play and individual skills. Coaches are encouraged to involve all team members. Therefore, playing time is generally equal among team members and a running score is not kept.

**"B" Team (5/6 Grade):** Participation at this level is again developmental. The fundamentals of the sport continue to be emphasized with greater attention to technique and team skills. Team success is a priority but not the number one emphasis. Student-athletes must be willing to discover and accept their role on the team, which may include unequal playing time. However, coaches are encouraged to involve all players. Playing time is based on the athlete's attitude, practice presence, and skill levels. Absence from games, practices, and arriving late or leaving early may result in loss of playing time. As need arises, students at the "B" level may be asked to participate at the "A" level. This is done only under agreement with the parent(s), coach, and athletic director.

**"A" Team (7/8 Grade):** While individual and team skills continue to be developed, participation at this level is more competitive. Team success and winning are two of the primary goals. Student-athletes must be willing to discover and accept their role on the team, which may include unequal playing time. Playing time is based on the athlete's attitude, practice presence, and skill levels. Absence from games, practices, and arriving late or leaving early may result in loss of playing time. As need arises, students at the "B" level may be asked to participate at the "A" level. This is done only under agreement with the parent(s), coach, and athletic director. (See Titan Middle School guidelines also.)

## COUNTY LUTHERAN ATHLETIC LEAGUE

TLS is a member of the County Athletic League. In given seasons it is composed of up to seven schools for sports in grades 3rd-6th. The following schools may field teams:

### **Grace Lutheran School**

404 E. Glenlord  
St. Joseph, MI 49085

### **Trinity Lutheran School**

9123 S. George St.  
Berrien Springs, MI 49103

### **St. Paul's Lutheran School**

2673 W. John Beers Rd.  
Stevensville, MI 49127

### **St. Paul's Lutheran School**

718 Arbor Court  
South Haven, MI 49090

### **Christ Lutheran School**

4333 Cleveland Ave.  
Stevensville, MI 49127

### **Resurrection Lutheran Academy**

6840 Nimitz Pkwy.  
South Bend, IN 46628

## **SPORTS OFFERED: (\* Titan Middle School Athletics)**

### **Volleyball-Fall**

"B" Team Girls (4th-6th grade)

"A" Team Girls (7/8 Grade)\*

### **Football -Fall**

"A" Boys (7/8)\*

### **Soccer-Spring**

"B" Team Co-ed (3rd-6th)

### **Basketball-Winter**

"C" Team Boys (3/4)

"C" Team Girls (3/4)

"B" Team Boys (5/6)

"B" Team Girls (5/6)

"A" Team Boys (7/8) \*

"A" Team Girls (7/8) \*

### **Track and Field Day**

5th-8th Grade Students (May)

## RESPONSIBILITIES OF PARENTS

No extra-curricular programs would be possible without the support and assistance of parents. At times help may be needed to operate concessions, keeping book, running the scoreboard, clean-up and coaching. Your help and support given to both coaches and staff is appreciated. Please keep the student-athletes, coaches, volunteers and staff in your continued prayers.

### **Parents of athletes at Trinity are expected to...**

- Teach by example, display a Christian attitude and good sportsmanship by supporting teams at athletic events without being overzealous or critical of coaches and/or officials.
- Support their child, coach and school by attending athletic events and parent meetings.
- Help their child understand athletic participation is secondary to spiritual and academic obligations.
- Assist their child in making responsible choices for the demand of time placed on them as student-athletes by supporting their commitment to the team.
- Help their child understand how to handle problems, the need for discipline and rules, and how to react to criticism in a positive manner.
- Provide transportation to and from games and practices. Children should not be dropped off more than 10 minutes prior to the start of practice and should be picked up at the conclusion of practice or a game. This is a safety precaution and a courtesy to coaches who must remain until all athletes have left the building.

## RESPONSIBILITIES OF PARENTS cont...

- Make arrangements to pick up their children if a practice/game is not held immediately after school. Students are not allowed to stay in the school building or grounds unsupervised. Coaches and teachers are not responsible for students before and after practices. The only exception to this policy is if a teacher at the school has agreed in advance to monitor the student.
- Provide adult supervision for any child(ren) in your care that attend an athletic event. This means preventing children from running and playing in the hallway, gym and underneath bleachers. Children are expected to sit in gym during games.
- Understand that Trinity Lutheran School and Church does not assume any financial expense incurred because of athletic injuries. Therefore it is strongly recommended that every athlete be covered by their parents'/guardian's health insurance policy. Athletics is a voluntary program in which students may participate if they so desire, but do so at their own risk.

## SPECTATOR GUIDELINES

- Refrain from playing on the court/field before, during or after games.
- Refrain from running in the gym and hallway.
- Remain outside of the concession area unless scheduled to work.
- Remain in the building until it is time to leave the athletic contest.
- Refrain from entering any classrooms and locker rooms.
- Have adult supervision for any child(ren) in your care.

## RESPONSIBILITIES OF COACHES

### Coaches of Trinity Lutheran School are expected to...

- Serve as a Christian example to all our athletes by stressing good sportsmanship through all athletic events.
- Be respectful and positive to players, parents and officials.
- Assume responsibility for all students under their guidance. This includes having emergency contact information at all practices and games, being at practices and games before students arrive, and remaining until all players have left.
- Supervise all practices at all times and ensure a safe environment at all times.
- Make every attempt to get every player in a game.
- Keep all discussions, disagreements, etc. with assistant coaches within the coaching staff.
- Collaborate with the athletic director to publish a practice schedule for the entire season to be shared with parents.
- Communicate with the athletic director, staff, parents and players of any schedule changes.
- Keep equipment in its proper area and put all equipment away at the end of practice.
- Check to make sure all lights are off.

*Please remember that athletes learn how to handle situations on the court or field during practices and games by observing your actions. Therefore, demonstrate positive interactions, conversations and remarks that your Christian student-athletes should duplicate and follow.*