

# Parent/Scholar-Athlete Handbook



THE  
CHESTER  
CHARTER  
SCHOOL  
FOR THE  
ARTS

## ATHLETIC DEPARTMENT

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## Scholar Athletes and Parent(s)/Guardian(s):

This handbook has been developed to assist you in understanding of the rules, regulations and responsibilities of being a scholar-athlete at The Chester Charter School for the Arts (CCSA). At CCSA, we believe that participation in athletics, when done with the proper guidance, can be a very beneficial experience in the maturation process of our young adults. Participation in athletics is a privilege that students earn, not a right to which students are entitled, and we want to thank you in advance for giving us the opportunity to work with you during the school year.

This handbook is to be read by the scholar-athlete and his/her parent(s)/guardian(s) and retained for future reference. It is crucial that you read this handbook thoroughly as it details the expectations, procedures and consequences to which all scholar-athletes and his/her parents/guardians will be subject.

After reading the information, please sign and date all five sections of the **PARENT/GUARDIAN & SCHOLAR-ATHLETE SIGNATURE PAGE**. That page **MUST** then be removed from the handbook and returned to the Athletic Director.

# SECTION ONE

## Rules & Regulations

### PIAA/CCSA Eligibility

1. **Age Rule:** An athlete may not turn 19 before July 1, of the preceding school year. For junior high sports the athlete may not turn 16 before July 1.
2. **Semesters:** Once an athlete enters ninth Grade, he/she has eight semesters (4 seasons) to participate in athletics.
3. **Seasons:** Once an athlete enters seventh grade, he/she has six seasons to participate in a sport.
4. **Attendance:** If an athlete is absent for 20 days in a semester, he/she is ineligible until he/she is in attendance for 45 school days following the 20<sup>th</sup> day of absence. The 45 days need not be consecutive, just cumulative. CCSA requires athletes in school no later than 11:00 AM to be eligible for practice or competition on that day. If the student has a doctor's appointment during the school day and cannot come to school before 11:00am, they need to inform the CEO, MS/HS Director or Athletic Director and bring in a doctor's excuse to be permitted to practice or play. If a student is absent on a Friday they will not be permitted to play in sports for the weekend.
5. **Academic Eligibility:** A scholar-athlete must be passing (**cumulative**) five full credits per week to maintain eligibility. (Must have at least a 70% in each class)
  - a) Weekly checks are conducted by the athletic department every Friday. The athletic director will notify the head coach when an athlete is ineligible. The athlete is then ineligible from Sunday through and including the following Saturday. They may practice, but cannot play in an athletic event.
  - b) If a scholar-athlete is ineligible to begin the school year based on final credits from the previous year, the student is ineligible for 15 school days and at the end of 15 school days must be passing four or more credits.
  - c) If a scholar-athlete becomes ineligible on the day report cards are issued by not

passing at least 4 credits, the scholar-athlete is ineligible from the date of issue for 15 days.

**6. Physical:** The PIAA form Comprehensive Initial Pre-Participation Physical Exam (CIPPE) must be completed and signed by every scholar-athlete and his/her parent/guardian prior to trying out for a sport at Chester Charter School for the Arts. Physical exams must be dated on or after June 1<sup>st</sup>. Sections 1-5 of the CIPPE are to be completed by the scholar-athlete and his/her parent/guardian. Section 6 will be completed by your physician. One physical will cover the entire school year providing the scholar-athlete is not injured, or absent for 20 or more days.

**7. Recertification:** If a scholar-athlete does not participate for 2 or more sports seasons they need to be recertified. Sections 7 and 8 of the CIPPE are your recertification papers. Section 7 is required for each subsequent sport season, and Section 8 is only required if the scholar-athlete answers YES to specific questions on Section 6. (Section 9 of the CIPPE is only for wrestlers.)

**8. Transfer Rule:** Prior to the start of the season, the Athletic Director must monitor and oversee the approval to participate for any transfer students.

## Administrative Procedures

**Health Insurance:** The Chester Charter School for the Arts School District (CCSA) does not provide health insurance coverage for student activities, including athletics. Proof of insurance coverage must be provided on Section 1 of the PIAA CIPPE packet.

**Injuries:** All injuries should be reported to the Head Coach or Athletic Director who will complete an injury form. This includes injuries sustained away from the school.

**Transportation:** If a student is transported home after an away competition by his/her parent/guardian, the parent/guardian must inform the coach and receive communicate with the coach prior to leaving with his/her child.

**Team Rules & Practice Schedules:** A written copy of all individual team rules and regulations, a practice and game schedule, and varsity letter requirements will be given to all scholar-athletes and/or their parents.

**Postseason Awards and Banquets:** At the end of the season, each coach will submit a list of varsity letter recipients to the Athletic Director. An end of the year an

athletic ceremony will take place for all sports to recognize the accomplishments and contributions of the scholar-athletes. Only students who participated for his/her entire season will be invited to attend.

## Behavioral Expectations

These rules apply during each season, from the start of practice until the final game, including the playoffs.

1. Possession of alcohol or illegal drugs on school property or at any school event, or proven or admitted use of alcohol or illegal drugs during a school function, warrants dismissal from athletics for the remainder of the school year.
2. Possession of any tobacco product, including e-cigarettes, on school property or at any school event or proven or admitted use of tobacco during a school function will result in a one-week suspension for the *first offense* and dismissal from the team for the *second offense*. Any tobacco violation will be submitted to the District Magistrate who will determine the fine and court costs.
3. If students have behavior problems during the school day they will be subject to the consequences outlined in the CCSA Handbook and **during an athletic season the following athletic program discipline will apply:**
  - A. The *first offense* is a warning.
  - B. The *second offense* is a one game suspension.
  - C. The *third offense* is a two game suspension and a week suspension from practice.
  - D. The *fourth offense* is dismissal from the team.

Note: On any day when a student is serving In-School Suspension or Out-of-School Suspension, he/she may not participate in any athletic activities on that day.
4. Any law violation while representing the school warrants immediate dismissal from the team, with reparations.
5. Vandalism or destruction of any property while representing the school warrants immediate dismissal from the team, with reparations.

6. Any obscene gesture or verbal slur during an athletic competition warrants a one-week suspension with possible further review, which may result in dismissal from the team.
7. Fighting while representing the school warrants review, which may result in a suspension or possible dismissal from the team.
8. Misconduct on athletic buses or abuse of shuttle bus privileges warrants the following discipline:
  - A. The first offense is a warning.
  - B. The second offense is a one-week suspension.
  - C. The third offense is a two-week suspension.
  - D. The fourth offense is dismissal from the team
9. Outbursts towards school officials, game officials, fans, coaches and players, warrants review, which may result in a suspension or possible dismissal from the team.
  - Scholar-athletes involved with rule violations will also be disciplined according to the general rules and guidelines contained in the School Student Handbook.
  - Coaches must set an example in the areas of good sportsmanship, fair play, language usage and refrain from chewing tobacco or smoking at practices, games and in locker rooms. In addition, coaches are expected to dress in an appropriate manner at interscholastic events.

## Definitions

“Offense” is defined as a penalty for each separate incident that results in detention(s), even though more than one detention/in-school suspension might be assigned for each incident. *Any incident resulting in out-of-school suspension(s) shall constitute two offenses for the purposes of athletic discipline.*

“Suspension” is defined as no participation or attendance at any interscholastic athletic contest; however, the suspended athlete may practice. A “week” is defined as a seven-day period, and suspension begins the day immediately following the resolution of the infraction.

## SECTION TWO

### CELL PHONE USE POLICY

#### Presence/Possession/Use of Cell Phones

Cell phones are prohibited for use in locker rooms or bathrooms at any time. Locker rooms include away locker rooms. Cell Phones also must be off and away during all Athletic contests and practices. Punishment for an infraction of this policy will be at the discretion of the Principal and the Athletic Director.

## SECTION THREE

### COMPLIANCE WITH HIPAA

In compliance with the Health Insurance Portability and Accountability Act (HIPAA) the Chester Charter School for the Arts (CCSA) asks for your consent to release medical information to the sports medicine team as assigned by the CCSA relating to your child. The sports medicine team is limited to the athletic director, school nurse and coaching staff. This information would include daily injury reports, practice or game status, and nature of the injury. Each member of the sports medicine team is familiar with and will be compliant with the rules and regulations of HIPAA. No athlete will be added to the team roster until the Parent/Guardian and Scholar-athlete Signature Page has been signed and returned to the athletic office.

# SECTION FOUR

## CCSA PARENT/GUARDIAN ATHLETIC PROGRAM PLEDGE

Over the course of your child's athletic career at Chester Charter School for the Arts we hope that he/she will have a very rewarding experience. During the season there will be ups and downs that occur as an individual, and as a team; it's important to keep everything in perspective. When things don't go as planned or anticipated by scholar-athletes, parents, or coaches, it is important that certain guidelines are followed. In some instances, it is inappropriate for parents to become involved with coaches, while in other instances it is encouraged. If as a parent you feel a parent/coach conference is needed, do not contact the coach. Please contact the Athletic Director to arrange an appointment.

### Parent Issues Appropriate to Discuss with the Coach

1. Concerns about your child's behavior.
2. How to help your child improve his/her skills.
3. The health and safety of your child.

### Parent Issues NOT Appropriate to Discuss with the Coach

1. Playing time for your child. Parents must remember that coaches are professionals and make judgments based on a number of elements including attitude, performance at practice, effort, game situations, etc.
2. Playing time for any other team member.
3. Personal feelings toward any other team member.
4. Team philosophy and game strategy employed by the coach.
5. **DO NOT under any circumstance approach a coach immediately before, during or after a game.** This is an emotional and inappropriate time for many reasons.
6. **DO NOT under any circumstance step on to the playing field or gym floor** to confront a coach, official, or scholar-athlete. This will not be tolerated and strong consequences will result.

CCSA PARENT/GUARDIAN & SCHOLAR-ATHLETE SIGNATURE PAGE

Please read each of the following sections. They all must be signed by the scholar-athlete and parent/guardian. This back page should then be removed from the handbook and returned to the scholar-athlete’s Head Coach.

Scholar-athlete’s Name: \_\_\_\_\_ Grade\_\_\_\_\_

**SECTION ONE: Chester Charter School for the Arts Rules & Regulations**

I/We have read the guidelines as stated in Section One of the Scholar-athlete Handbook pertaining to Chester Charter School for the Arts athletic rules and regulations, and understand the procedures and consequences as outlined. It is also understood that individual coaches may add or make changes in writing that are stricter than these minimum requirements.

X\_\_\_\_\_ X\_\_\_\_\_  
Parent/Guardian Signature Date Scholar-athlete Signature Date

**SECTION TWO: Chester Charter School for the Arts Cell Phone Policy**

By signing below, I/We acknowledge that I/We have read the guidelines as stated in Section Two of the Scholar-athlete Handbook pertaining to the cell phone policy, and both understand and agree to abide by all of the stipulations as outlined in the cell phone policy. We understand the process, procedures and consequences as outlined in the policy.

X\_\_\_\_\_ X\_\_\_\_\_  
Parent/Guardian Signature Date Scholar-athlete Signature Date

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**SECTION THREE: HIPAA Regulations**

By signing below, I/We acknowledge that I/We have read the guidelines as stated in Section Three of the Scholar-athlete Handbook pertaining to HIPAA, and consent for the release of my son/daughter’s medical information to the sports medicine team as assigned by the Chester Charter School for the Arts.

X\_\_\_\_\_ X\_\_\_\_\_  
Parent/Guardian Signature Date Scholar-athlete Signature Date

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**SECTION FOUR: Parent/Guardian Pledge**

By signing below, I/We acknowledge that I/We have read and agree to the conditions, expectations and consequences of the Chester Charter School for the Arts Parent/Guardian Pledge.

X\_\_\_\_\_ X\_\_\_\_\_  
Parent/Guardian Signature Date Scholar-athlete Signature Date