

**2018 - 2019**  
**St. John Lutheran School**  
**Athlete & Parent Handbook**



*Revised: August, 2018*

*Effective: August 9, 2018*

## **ST. JOHN LUTHERAN SCHOOL**

### ***Extracurricular Activities***

St. John Lutheran School Board of Christian Day School believes that extracurricular activities, those activities not required by law or board policy, are an essential part of the school climate and can be beneficial to students in building character, attaining skills for life, and developing capabilities to perform in front of an audience. Because these activities are in addition to the regular school program, certain guidelines listed below have been developed to insure that they will benefit all students eligible and also be safe and effectively run programs.

**Admission will be charged for all sporting events. Children not in kindergarten are free. Admission is \$1.00 per person per Northwest Ohio Lutheran League rules.**

#### **General Guidelines:**

1. Students may participate in extracurricular activities only if their parent/guardian has signed a permission slip and they meet eligibility requirements and have a valid physical form turned in to the Athletic Director and the principal prior to the start of the season.
2. These programs will generally take place before or after school hours or when school is not in session.
3. These programs will be supervised by a competent adult age 21 or older that has been apprised of the rules and regulations of the board and the responsibilities of the supervisory position. Such appraisal may be in person or in writing.
4. All coaches, advisers and the Athletic Director must have a current Pupil Activity Permit (PAP) as mandated by the state of Ohio and turned in to the Athletic Director and the School Office prior to the start of the season. The Board reserves the right to require signed "Child Abuse" statements and any other references they deem necessary for any adult given supervisory responsibility for an extracurricular activity.
5. Adults in supervisory capacity are required to follow the same supervision of student guidelines as teachers and aides (See Also: Supervision of Students Policy)
6. Adult supervisors are expected to be present, or make arrangements for another responsible adult to be present, at the appointed beginning time of the activity and/or practice and shall not leave until all students have been given into the custody of their parents/guardians or have left the building/activity under prearrangement with another adult or have walked home as parent/guardian has directed.
7. Rules and guidelines for student attendance and participation at practices and games, student behavior, and general student expectations must be in writing, a copy provided to both student and parent, and must be approved by the principal before instituting.
8. The principal, Athletic Director, or their designate must meet with all extracurricular supervisory personnel prior to their beginning in that role to explain the expectations and responsibilities of that role as outlined in this policy and other procedural documents.
9. From time to time, some personal expense may be required of participants in extracurricular activities.
  - a. The person responsible for those activities will be responsible for keeping an accurate financial record of the accounts required.
  - b. Prior to the beginning of the season the person responsible for those activities will also be responsible to communicate in writing to parents regarding what costs may be involved.
  - c. In situations where an otherwise eligible student may be precluded from participation due to inability to meet the financial obligation, the adult responsible may seek the needed funds from the Student Activities Fund. Permission to use those funds is granted by the principal.

10. All parents of players will be assigned to work in the concession stand and other duties at the home games.
11. Student church members who want to participate in athletics must have all past due accounts paid in full. (BCDS Policy August 6, 2015)

**Extracurricular Sports:**

1. St. John Lutheran School operates extracurricular sports programs under the guidelines set forth by the State of Ohio Department of Education and the Ohio High School Athletic Association.
2. The following sports are presently offered as extracurricular activities.

<u>Sport</u>	<u>Grade levels</u>	<u>Participants</u>	<u>Season</u>
a. Volleyball	Gr. 4 - 8	Girls	Fall
b. Basketball	Gr. 4 - 8	Girls & Boys	Winter
c. Cheerleading	Gr. K - 8	Girls	Winter
d. Tiger Cubs BB	Gr. 2 & 3	Girls & Boys	Winter

3. All students who participate in sports programs must produce a physical exam form signed by a certified medical expert and allowing participation in that sport and turned in to the Athletic Director and School Office prior to the start of the season.
4. The basketball season shall be limited to a maximum of 13 games plus no more than two additional tournaments and games.
5. The purpose of the sports programs is to teach the basic skills of the sport, enhance and teach good sportsmanship skills, provide opportunities to perform for an audience, and give each child a sense of accomplishment of goals through practice and participation. To that end, it is expected that all students who meet eligibility requirements will be given opportunity to play in each and every game except in the case of disciplinary action by the coach which has been communicated to both the student and the parent/guardian prior to the beginning of the season or games.
6. It is expected that coaches, assistant coaches, and other persons who are involved with the sport will conduct themselves in a Christian manner and exhibit the sportsmanship qualities they anticipate the students should be learning. The board reserves the right to remove any coach, assistant coach, or other person from supervisory roles with students who do not comply with proper Christian behavior expectations.
7. Cheerleading squads will depend on enrollment of students in K – 8<sup>th</sup> grade.
8. In the event player numbers are low St. John Lutheran School reserves the right to invite another Christian school team to join the St. John Lutheran School team.

***Extracurricular Eligibility Policy***

St. John Lutheran School will prohibit a student from participating in extracurricular activities based upon grades received in the classroom as well as church attendance. **To be eligible for participation, a student must maintain a 2.0 grade point average with no F's and 50% church attendance.** When a teacher uses PASS/FAIL, FAIL constitutes an F. Grades and church attendance will be monitored at mid-term and at the end of the term. (Term is equivalent to a nine-week grading period.) Ineligibility will begin at mid-term or the end of the term. The principal will notify students and parents of ineligibility.

The Athletic Director or his/her designate will provide each teacher with a list of students who are participating in athletics. Other staff members involved with other extracurricular activities will provide an appropriate list of student participants to teachers as well. Teachers are asked to review the grades of the participants and alert the appropriate staff member of those who do not meet eligibility requirements.

The appropriate staff member in charge of the activity, or the principal, will notify students of their ineligible status in a timely manner.

The final grading period status of a school year applies to the first week of the following school year.

Eligibility will be determined using all subjects included in the curriculum.

Conduct such as disrespect, fighting, swearing, and dishonestly may also be grounds for affecting participation in extracurricular activities. The following steps may be followed:

- a. A warning is given.
- b. A two-week suspension in the activity is imposed.
- c. A suspension for the duration of the school year is imposed.

### ***Athletic Guidelines***

1. Remember at all times that you are playing because of, and for, your Lord and Savior Jesus Christ. He has blessed you with a healthy body that is to be used for His glory.
2. When one of your coaches is talking, whether it is to the entire team or an individual, you are expected to be listening and learning. There is to be no talking while your coach is talking.
3. Always encourage your teammates. Never blame them for losses or unfortunate occurrences concerning your team. Your coach will know who is hustling, and who is not, who is running plays correctly, etc. and who needs more coaching.
4. You are expected to give your best at all times.
5. There will be no "fooling around" on the court, playing field, or in the locker room. In respect for fellow children of God, no taunting, mocking, or jeering of opposing players, coaches, or fans is to occur. Judges and referees are to be respected at all times. No form of criticism is to be displayed. Designated team captains may politely request explanations if a question arises.
6. Jewelry may not be worn during practices or games.
7. Practices will be no longer than 1 1/2 hours, unless special arrangements have been made ahead of time by your coach.
8. **If you have to miss a practice, you must personally deliver a valid excuse to your coach before that practice.** (Your coach may want that excuse to be written.) If you do not, you will not be eligible to play in the next game. You will however, be expected to sit with the team during the game. If you are absent from school, no further excuse will be needed. However, you will not be able to practice or participate in a game after school that day.
9. You will be expected to dress in an appropriate manner on the way going to and from games. You should never wear your team uniform at times other than when your team is playing. You represent your Savior and your school.

## ***Coaches & Volunteers***

It is expected that adult supervisors, assistants, and other persons who are involved with this activity will conduct themselves in a Christian manner and exhibit the qualities they anticipate the students should be learning. The Board of Christian Day School reserves the right to remove any supervisor, assistant, or other person from supervisory roles with students who do not comply with proper Christian behavior expectations.

It is expected that all students who meet eligibility requirements will be given opportunity to participate in each and every performance save in the case of disciplinary action by the supervisor, which has been communicated to both the student and the parent/guardian prior to the beginning of the season.

*Administrative Policy vi - 19*

## ***Code of Ethics For Sports Fans***

1. Spectators are an important part of the game and should at all times conform to accepted standards of good sportsmanship and behavior.
2. Spectators should at all times respect officials, coaches, and players.
3. Enthusiastic and wholesome cheering is encouraged.
4. During free throws, booing and disrespectful remarks should be avoided.
5. No radios, tape players, bells, whistles, noisemakers, etc. are allowed unless these are an integral part of an exercise (Example: Cheerleaders using a CD player for a cheering routine.)
6. All students are to be in the gym except during half times, between games, or in emergencies.
7. Cheerleading squads will alternate turns on the gym floor. Visitors will go first.
8. Use of bad language and taunting of players is **NOT** acceptable. Coaches are encouraged to discipline appropriately those players involved in such activities.

## ***Goals and Objectives & Guidelines***

Since 1 Corinthians 6: 19-20 states that our bodies are the temple of the Holy Spirit, we desire to develop and maintain that temple. Athletics is a means to that end. Thus we, the schools of the Northwest Ohio Lutheran League, engage in athletic competition to:

1. Promote Christian sportsmanship and fellowship with all concerned (teammates, opponents, referees, coaches, fans, etc.).
2. Help promote respect for and acceptance of authority for all concerned.
3. Provide opportunity for cooperation with other individuals in a team effort.
4. Further develop athletic skills to the fullest potential of the talent God has given to an individual.
5. Learn acceptance of victory and defeat.
6. Learn self-control in an emotional situation.
7. Enjoy participation in athletics.
8. Develop athletic skills for future enrichment.
9. We want to give and leave a good impression.

10. Keep your uniform clean and neat. You are responsible for it during the season in which you are participating. If any article of your uniform is missing at game time, you will not be able to play. You may not borrow one from a friend or coach. The school will replace worn-out uniforms. The participant must replace abused or lost uniforms.

11. You are responsible for arranging transportation to and from games. You should always plan on being at your game at least one half hour before it starts.

12. You should always leave the locker room neater than when you came in. This is especially important when at another school. Always look around for things to pick up and throw away.

13. Always feel free to talk to your coach about any problems that you might have. In that way misunderstandings will not be blown out of proportion., Coaches are there to help you.

14. These guidelines apply to all sports offered at St. John Lutheran School including the cheerleading squads.

*May all we do and say be to the glory of God!*

*A winner respects those who are superior to him and tries to learn something from them; a loser resents those who are superior to him and tries to find chinks in their armor.*

## EXPECTATIONS FOR COACHES, PARENTS AND STUDENTS

### Coaches

All students should get meaningful playing time during regular season games. However, this will be at the discretion of the coach. Meaningful playing time means that all students will be played in each game or match but not necessarily given equal playing time. Coaches are allowed to more aggressively coach during tournaments with an eye toward winning.

Coaches will put their expectations in writing and distribute these to parents, the athletic director and the principal at the beginning of the season. Such expectations should cover: missing or being late for practice, arrival time prior to games, attitude and language, sportsmanship, respect, lack of a complete uniform, and other items important to the coach.

Coaches are required to supervise all players until their parent picks them up. Therefore, we request you be prompt in arriving for your child at the end of practices and games.

In general, coaches have the same legal responsibilities as do our teachers and staff.

### Parents

Parents are expected to model the attitudes, respect, and language that coaches and staff expect of students.

Be reminded that coaches ARE VOLUNTEERS, not paid professionals. They sometimes make mistakes. When you approach a coach to discuss your child, please remember to do it in the manner you would want the coach to approach you.

Parents should **NOT** confront coaches immediately before, during, or immediately after a game. Please have the courtesy to ask the coach for a time when you can talk.

Coaches should **NOT** be confronted in front of other parents or students. Look for a quiet and private place to talk. If your concern cannot be resolved by first talking to the coach, please contact the athletic director, and then the principal for help.

Coaches should be asked, **NOT** told. Please give them an opportunity to explain themselves as needed.

Parents should deliver their child and pick up their child promptly from all practices and games.

## **Students**

Students should always treat the coach, assistants, teammates, opponents, opponent's coaches and fans, and officials with respect and courtesy.

Students who wish to participate in an extracurricular sport should expect to be asked to give 100% or more during practices as well as games.

Students are expected to listen to and follow advice of coaches.

Students are expected to pay attention to all directions and information the coach gives.

Students are expected to view the assistant coach in the same manner as the coach.

**PARENTS, PLEASE BE ADVISED THAT WE WILL NOT ALLOW STUDENTS TO PARTICIPATE IN EXTRACURRICULAR ACTIVITIES IF THE STUDENT DOES NOT MEET THE ABOVE EXPECTATIONS OR IF THEIR PARENT DOES NOT MEET THE ABOVE EXPECTATIONS.**

We want people to say about us and about our school that our students, parents, and staff are an excellent Christian example to the community.

# NWOLL Basketball Rules

*Solomon, Woodville*

*St. John, Defiance*

*St. John, Freedom*

*St. Paul, Napoleon*

*Trinity, Toledo*

*Monclova Christian Academy*

**The North West Ohio Lutheran League will follow the National Federation of State High School Associations rules with the following exceptions and/or adjustments:**

1. Registered officials will be required for all seventh and eighth grade games – however exceptions may be made.
2. The host school will designate someone to lead a prayer with the entire assembly before the start of each game. This is to be done in front of the stands.
3. The league requires those players wearing glasses to also wear straps.
4. All basketball games will consist of four six minute quarters with a regulation stop clock following the NFHS rules.
5. Half-time will be at least 5 minutes in length. The time between games will be at least ten minutes in length once cheerleading routines have concluded.
6. The 7<sup>th</sup> and 8<sup>th</sup> grade girls and boys basketball champion of the regular season will automatically go to the All-Ohio Tournament. The runner up of the regular season will play off with St. John, Marysville. The winner will go to the All-Ohio Tournament. If St. John, Marysville (boys or girls or both) wins their conference title outright, a playoff will not be held and they will go to the All-Ohio Tournament automatically.
7. The 28.5” ball shall be used for all games. The three point line is in effect for all games.
8. There will be no pressing in grades 5 & 6 games until the last 2 minutes of the 2nd and 4th quarter. A “No-pressing” rule shall be in effect once a 15 point lead has been established for grades 7&8.
9. In order to be eligible for the LBAA National Basketball Tournament, all NWOLL 7<sup>th</sup> & 8<sup>th</sup> grade teams will consist only of players who are students at the league school. Teams below the 7<sup>th</sup> & 8<sup>th</sup> level will be “church-sponsored” – meaning that members of the church may also participate on the teams even if they do not attend the league school.

Revised: August 2006

Revised: April 2017



# NWOLL Code of Ethics for Spectators

*Solomon, Woodville*

*St. John, Defiance*

*St. John, Freedom*

*St. Paul, Napoleon*

*Trinity, Toledo*

*Monclova Christian Academy*

**The following Code of Ethics has been approved by the North West Ohio Lutheran League and is to be followed at all NWOLL games:**

1. Enthusiastic and wholesome cheering are strongly encouraged.
2. Spectators should at all times respect officials, coaches, and players. Verbal abuse and/or inappropriate gestures will not be tolerated.
3. Use of bad language and taunting of players will not be accepted. Coaches and Athletic Directors are to discipline appropriately.
4. During the free throw, booing and disrespectful remarks will be avoided.
5. Spectators will follow the specific guidelines for handling a dispute as laid out in the NWOLL Dispute Procedures.

Approved May 1996

Revised 4.8.17

# **NWOLL Dispute Procedures**

*Solomon, Woodville*

*St. John, Defiance*

*St. John, Freedom*

*St. Paul, Napoleon*

*Trinity, Toledo*

*Monclova Christian Academy*

**The following is to be used as a guideline to be followed in the event of a dispute:**

1. When a problem arises at a game, the offended party needs to notify the Athletic Director, Coach or person in charge as soon as possible so the situation can be resolved quickly and in a Christian manner.
2. If there remains dissatisfaction in the way the situation was handled, a letter of concern will be written to the league chairman stating the facts of the problem. The league chairman will then write a letter of concern to the principal of the school against which the problem was brought. The principal of the school then has two choices:
  - A. Correct the situation.
  - B. Write a letter explaining his school's point of view.If solution "B" is chosen, then the league chairman will attempt to mediate the situation.
3. If a school is still dissatisfied with the resolution of the problem, a special meeting of all Athletic Directors of member schools will be called to determine a proper solution. Determination of a school's future participation in the league may be the final result.
4. All decisions will be made in light of Christian principles and the League's Rules, Code of Ethics, and Philosophy.

Approved May, 1996

Revised 4.8.17

**WE CARE!**

Date \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_ Activity \_\_\_\_\_

**NOTICE OF EXTRACURRICULAR INELIGIBILITY**

Dear Parent,

As you should know, participation in extracurricular activities is a privilege granted to students who meet specific requirements. The Board of Christian Day School has set in place the following expectations for our students:

- \_\_\_ 1. All grades must be greater than an "F" and a cumulative grade point average of 2.0 or better must be maintained at mid-term and at end of term.
- \_\_\_ 2. Church Attendance must be at a 50% level.
- \_\_\_ 3. Appropriate language and behavior must be practiced by students.

This note is to advise you that your child has not met the requirements checked above.

Therefore, until further notice you child is **NOT ELIGIBLE** to participate in any extracurricular activities.

His/her circumstances will be reviewed at \_\_\_\_\_(mid-term) \_\_\_\_\_(end of the term) and you will be notified if the status changes.

It is our desire that your child improve the cause of the ineligibility and once again be able to participate.

If you have any questions, please contact the principal.

Thank you for your cooperation.

In Christ,

**SJL Athletic Department**

## New Coach / Cheerleading Adviser Checklist

Please complete the following:

\_\_\_\_\_ PUPIL ACTIVITY CLASS (2 HOURS) (GOOD FOR 3 YEARS)  
(SEE ATHLETIC DIRECTOR TO SCHEDULE)

\_\_\_\_\_ FBI AND BCI CHECK

\_\_\_\_\_ CPR CERTIFICATION (GOOD FOR 2 YEARS)

\_\_\_\_\_ COACHING FUNDAMENTALS CLASS  
ONLINE COURSE - [www.ohsaa.org](http://www.ohsaa.org) OR GO TO [www.nfhslearn.com](http://www.nfhslearn.com)  
MUST BE COMPLETED FOR PUPIL ACTIVITY PERMIT TO BE PROCESSED  
ONE-TIME ONLY  
CEU AND COLLEGE CREDIT OFFERED

\_\_\_\_\_ A COPY OF YOUR PERMIT GOES TO THE ATHLETIC DIRECTOR AND TO THE  
SCHOOL OFFICE

## St. John Lutheran Parent-Athlete Agreement Form

I have read the St. John Lutheran Athletic Handbook and understand the rules and regulations included in this manual. I understand that I must abide by these rules as long as I participate in athletics at St. John Lutheran School.

ATHLETE'S SIGNATURE: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_

I have read the St. John Lutheran Athletic Handbook and understand that my son/daughter must abide by these rules and regulations as long as he/she participates in athletics at St. John Lutheran School. \_\_\_\_\_ has my permission to participate in the St. John Lutheran School sports program and to practice after school hours, and we further absolve the school, its teachers, and the coaches of any and all liability in connection with injury that might result.

PARENT OR GUARDIAN'S SIGNATURE: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_