

# **Athletic Handbook**

**2011 – 2012**



**Redeemer Lutheran School  
Wayzata, MN**

***Let us exalt His Name together***  
*Glorify the Lord with me; let us exalt His Name together.*

**Psalm 34:3**

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## Getting Started

The purpose of this Athletic Handbook is to provide student-athletes – and families – with the information and policies you need to know for successful participation in the athletic program of Redeemer Lutheran School. Our Athletic Director, working with the Principal, is responsible for providing all families and coaches with copies of this handbook and all required forms athletes need to submit prior to participating. To that end, **the Athletic Director will schedule parent-athlete orientations at the beginning of the year and before each major sports season. Participating athletes and their parents are expected to attend these sessions.**

It is our intent to provide athletic information in a timely manner throughout the year. Please realize, however, that we work with a number of other schools, including an athletic conference, and are not always in control of information that may need to be disseminated. Some will come as dictated by circumstances such as changes in weather and road conditions. Your understanding and cooperation will always be appreciated.

Copies of forms, to keep for your reference, are found at the back of this handbook. Copies of the individual forms you need to sign and return will be provided separately and include:

1. Permission/Waiver Form (one per participating student-athlete)
2. Inhaler Use/Medications/Health Concerns/Medical Waiver (one per student-athlete)
3. Academic Eligibility (one per family)
4. Athletic Code of Conduct (one per family)
5. Supervision of Athletes and Siblings (one per family)
6. Driving Guidelines for Parents (one per family)
7. Acknowledgement/Receipt of Athletic Handbook (one per family)

## Philosophy of Athletics

The mission of Redeemer Lutheran School is to equip disciples for Jesus Christ with teachings for a lifetime: Faith, Knowledge, Character, and Responsibility. Redeemer Lutheran School conducts an interscholastic athletic program in the belief that competitive sports support our mission.

In keeping with our mission, the athletic program at Redeemer strives to meet the following goals:

1. To teach athletes that they are redeemed children of God created to glorify God with their total being and existence.
2. To teach athletes that their abilities and talents are God-given – and to use those abilities and talents to their full spiritual, physical, and emotional potential.
3. To enable all participants – athletes, coaches, parents, and school – to serve and praise God through athletics.
4. To teach athletes that their body is “God’s temple” (1 Corinthians 3:15-17) – and, therefore, to develop the physical skills and acquire the health knowledge needed for a healthy lifestyle.
5. To teach athletes to take advantage of the wonderful opportunity, through Christian sportsmanship, to witness by example.
6. To teach athletes how to respond to the joys, disappointments, rewards, challenges, and responsibilities of being Christian athletes.
7. To teach athletes both the individual and team skills necessary to successfully participate in our athletic program.
8. To utilize skill development and competitive activity to help each athlete develop and maintain a positive spiritual, emotional, and physical self-concept.

## **Christian Sportsmanship**

Christian sportsmanship is an important part of an interscholastic sports program and contributes significantly to the development of character, mutual support, and school spirit.

We expect our coaches, athletes, and students to represent their school, and more importantly, their Lord, in a manner that is respectful of others both on and off the court/field. We, also, encourage the enthusiastic support of our fans, and expect them to uphold the same high standards we ask of our students. Opposing teams and their fans are to be treated as honored guests, and game officials are to be given the same courtesy and respect.

"I urge you to live a life worthy of the calling you have received. Be completely humble and gentle; be patient, bearing with one another in love." (Ephesians 4:1-2)

## **Interscholastic Athletic Program Partnership**

Redeemer's interscholastic athletic program operates best when all partners uphold the school's philosophy of athletics and practice Christian sportsmanship (see above). Included in this partnership are the athletes, parents/guardians, coaches, the Athletic Director, and the school administration. Each has a role to play and, each contributes to the program's success by cooperatively carrying out their responsibilities.

## **Responsibilities of the Athlete**

The following behaviors are expected of all Redeemer athletes:

1. Represent their Lord and school in a Christian manner by practicing good sportsmanship and conduct both on and off the court/field.
2. Follow the printed schedule/calendar and plan accordingly.
3. Take notes/forms home and return them, signed, and "on time."
4. Maintain and keep clean their uniform, locker, and locker room.
5. Respect others, their property, all facilities, and equipment.
6. Support teammates, coaches, and the overall athletic program.
7. Follow the policies in this handbook to the best of their ability.
8. Remember at all times: This is supposed to be FUN!

## **Responsibilities of the Parent/Guardian**

The following behaviors are expected of all parents/guardians:

1. Represent their Lord and their school in a Christian manner by practicing good sportsmanship and conduct both on and off the court/field.
2. Follow the printed schedule/calendar and plan accordingly.
3. Anticipate and look for notes/forms to be sent home and to return them, signed, and "on time."
4. Help maintain and keep their child's uniform clean.
5. Respect others and all facilities both home and away.

6. Support Redeemer teams, coaches, and the overall athletic program.
7. Follow the policies in this handbook to the best of their ability.
8. Remember at all times: This is supposed to be FUN!

### **Responsibilities of the Coach**

The selection of coaches for Redeemer teams is the responsibility of the Athletic Director in consultation with the Principal. The criteria below are used in the selection process. Each Redeemer coach is an individual who:

1. Understands how the Redeemer athletic program fits into the school's overall mission of equipping disciples for Christ with teachings for a lifetime: Faith, Knowledge, Character, and Responsibility.
2. Possesses the knowledge and skills necessary to teach and lead his/her specific sports team.
3. Provides Christian leadership that enables each individual and the team to develop physical skills, teamwork, sportsmanship, and mission growth.
4. Works in a team relationship with athletes, parents, and the Athletic Director to provide a positive athletic experience.
5. Successfully passes a required criminal background check.

The following behaviors are expected of all Redeemer coaches:

1. Represent their Lord and school in a Christian manner by setting the standard for good sportsmanship and conduct both on and off the court/field.
2. Know and follow the printed schedule/calendar – and plan accordingly.
3. Work with the Athletic Director to send home team schedules, notes, and forms.
4. Direct athletes to maintain and keep clean their uniforms, lockers, and locker room.
5. Respect others, their property, all facilities, and equipment.
6. Respect and support their athletes and the athletes' families – and work together with the Athletic Director and other coaches for the benefit of the overall athletic program.
7. Follow the policies in this handbook to the best of their ability.
8. Remember at all times: This is supposed to be FUN!

### **Responsibilities of the Athletic Director**

Redeemer congregation can designate the Athletic Director when calling a worker to serve the school. In the absence of a called designee, the selection of the Redeemer Athletic Director teams is the responsibility of the Day School Board in consultation with the Principal. The criteria below are used in the selection process. The Redeemer Athletic Director is an individual who:

1. Understands how the Redeemer athletic program fits into the school's overall mission of equipping disciples for Christ with teaching for a lifetime: Faith, Knowledge, Character, and Responsibility.

2. Displays an interest and knowledge – and is supportive – of all sports offered.
3. Exemplifies ability and willingness to lead and direct the coaching staff and athletic program.
4. Exemplifies ability and willingness to assume responsibility for the operation of all athletic facilities and all athletic uniforms, equipment, and supplies.
5. Has experience in coaching elementary children.
6. Successfully passes a required background check.
7. Is a member of the Redeemer Lutheran School staff.

The following behaviors are expected of the Redeemer Athletic Director:

1. Represent his/her Lord and school in a Christian manner by setting the standard for good sportsmanship and conduct both on and off the court/field.
2. Develop, promote, and administer the athletic program – and communicate with all constituents in an effective manner.
3. Create and distribute printed schedules/calendars and program notes/forms – and plan accordingly.
4. Provide guidance to athletes, parents/guardians, and coaches for the maintenance of uniforms, lockers, and locker rooms.
5. Respect others, their property, all facilities, and equipment.
6. Respect and support Redeemer athletes and the athletes' families – and work together with the coaches and the school administration for the benefit of the overall athletic program.
7. Uphold the policies in this handbook to the best of his/her ability.
8. Remember at all times: This is supposed to be FUN!

### **Responsibilities of the School Administration**

Redeemer Lutheran Church establishes a Day School Board to work with the Principal to administer and provide oversight of all school activities, including the athletic program. The School Administration delegates the operation of the school's athletic program to the Athletic Director, providing guidance through annual review and approval of this policy handbook and job descriptions for Athletic Director and Athletic Coach. The School Administration also establishes guidelines for addressing concerns and actively participates in that process.

### **Addressing Concerns**

Guidelines that give direction for addressing concerns are defined in the school's *Parent and Student Handbook* and are adapted here for addressing concerns about the athletic program:

Take a 24-hour "cool down" if a concern has risen suddenly (at an athletic contest, for example) and has provoked a strong emotional response within you.

When anyone has a personal grievance against any partner in the athletic program (athlete, parent/guardian, coach, Athletic Director, School Administration), the person is expected to follow the Biblical teaching found in Matthew 18:

1. First, schedule an appointment to respectfully and privately address the issue face-to-face with the individual in question. If you are uncomfortable approaching the person in question, please ask the principal for guidance. *Approaching the person in question may need to be done more than once.*
2. If the issue is not resolved through the face-to-face meeting, the parent should bring the issue to the attention of the principal and request that the principal sit in on a conference with the person with whom there is a grievance.

If the problem has not been resolved after following the above steps, the parent should present the matter in writing to the principal. The principal will advise Redeemer's pastor and the School Board Chairperson about the situation. These three persons – principal, pastor, and School Board Chairperson – will consult with all involved parties and work together to resolve the situation. Grievances directed at people will not be discussed with the School Board in open forum sessions.

Parents are encouraged to keep concerns confidential and private while following the established lines of Christian communication. Any legitimate concern will be received with all due consideration so that a satisfactory solution can be reached.

For all grievances with policy matters, please refer first to the appropriate part of this handbook, and consult with the principal for guidance.

### Sports Offered

GIRLS – Grades 5-6 1. Cross Country (also 4 <sup>th</sup> grade girls) 2. Volleyball 3. Basketball	1. September – October 2. September – October 3. January – March
GIRLS – Grades 7-8 1. Cross Country 2. Volleyball 3. Basketball 4. Cheerleading	1. September – October 2. September – early November 3. November – March 4. November – March
BOYS – Grades 5-6 1. Cross Country (also 4 <sup>th</sup> grade boys) 2. Basketball	1. September – October 2. January – March
BOYS – Grades 7-8 1. Cross Country 2. Basketball 3. Baseball	1. September – October 2. November– March 3. April - May
<b>Notes:</b> 1. National Archery in Schools Program initiated in Spring 2009, and it is our intent to continue and further develop the program for Redeemer girls and boys. 2. For all 7 <sup>th</sup> -8 <sup>th</sup> grade sports, students from grades 5-6 may be asked to join if #s needed. 3. Students, as eligible by grade level, may participate in two sports in the same season.	

## **Athletic Conference Membership**

Redeemer Lutheran School is a member of the Minnesota Lutheran Athletic Association (MLAA)

### **Minnesota Lutheran Athletic Association includes:**

- |   |  |
|---|--|
| <ol style="list-style-type: none"><li>1. St. John Lutheran, Chaska</li><li>2. Zion Lutheran, Cologne</li><li>3. Our Savior Lutheran, Excelsior</li><li>4. First Lutheran, Glencoe</li><li>5. Emanuel Lutheran, Hamburg</li><li>6. St. James Lutheran, Howard Lake</li></ol> | <ol style="list-style-type: none"><li>7. St. John Lutheran, Norwood/Young America</li><li>8. Zion Lutheran, Mayer/New Germany</li><li>9. Trinity Lutheran, Waconia</li><li>10. Christ Community Lutheran, Watertown</li><li>11. Redeemer Lutheran, Wayzata</li></ol> |
|---|--|

Redeemer is a member of the MLAA for the sports of volleyball and basketball. Redeemer participates in cross country with the member schools of the Twin City Lutheran Athletic Conference (TCLAC).

## **Participation Guidelines**

All students in grades five through eight are eligible to complete in our interscholastic athletic program. As eligible by grade level, students may participate in two sports in the same season. In certain sports, depending on the number of players on the team, students from lower grades may be asked to join the team if their participation will benefit the team and the individual player. The decision to add players to any given team will be made by the coach and Athletic Director according to the guidelines that follow.

### Playing Up:

1. Individual students in grades 5-6 may be brought up to a 7<sup>th</sup>-8<sup>th</sup> grade level team if the coach and Athletic Director agree that such students have the necessary skills to play at a higher level. Playing time standards for 7<sup>th</sup>-8<sup>th</sup> grade athletics apply (see below).
2. Fourth-grade students may be asked to play on a 5<sup>th</sup>-6<sup>th</sup> grade level team if additional players are needed. Any interested 4<sup>th</sup> grade students (boys and/or girls, depending on the sport) may participate. Playing time standards for 5<sup>th</sup>-6<sup>th</sup> grade athletics apply (see below).

## **Playing Time Standards**

7<sup>th</sup>-8<sup>th</sup> Grade Athletics: The 7<sup>th</sup>-8<sup>th</sup> grade athletic program exists to teach the individual and team skills necessary to participate at the highest possible level. Athletes on our 7<sup>th</sup>-8<sup>th</sup> grade teams participate at a competitive level in regular season contests to meet team goals and to provide the athletes with skills to potentially play at the high school level. No constraints are placed on playing time – provided the athletes are academically eligible, have been regular in practice attendance, and have cooperatively shown a willingness to improve their individual and team skills. Our 7<sup>th</sup>-8<sup>th</sup> grade teams will also compete for tournament titles – again, without constraints placed on playing time. Coaches will do their best to provide all participants with the opportunity to experience game play during the regular season and also the opportunity to experience tournament play.

5<sup>th</sup>-6<sup>th</sup> Grade Athletics: The 5<sup>th</sup>-6<sup>th</sup> grade athletic program exists to teach fundamental individual and team skills. Coaches at the 5<sup>th</sup>-6<sup>th</sup> grade level will strive to give participants equal playing time in all non-tournament events, provided the athletes are academically eligible, have been regular in practice attendance, and have cooperatively shown a willingness to improve their individual and team skills. Teams are allowed to compete for tournament titles without constraints placed on playing time. Coaches will do their best to provide all participants with the opportunity to experience equal play during the regular season and an opportunity to experience tournament play.

## **Cancellation of Practices/Athletic Contests**

It is the duty of the Athletic Director to maintain the athletic schedule of practice times and competitions. This duty requires assessing unforeseen circumstances, such as inclement weather, that may require the cancellation of a practice or contest. In such an event, the Principal will be consulted, and the students will be allowed to call home. If there is a cancellation of a practice/contest shortly before dismissal, every effort will be made to have students inform their parent(s) and make their bus/ride connections home.

Those students who must wait for rides due to a cancellation will remain in the direct supervision of their coach, the Athletic Director, and/or other designated Redeemer staff until they are picked up by parents. Students taken to Extended School Care due to such situations will not be charged.

### **Practice/Athletic Contest Attendance**

We believe that individual and team learning occurs in both practice and competitive situations. The following guidelines govern excused and unexcused absences:

Athletes are required to attend all scheduled practices and competitions, and coaches are provided attendance forms to keep attendance records. However, it is understood that absences are sometimes necessary. In the event of illness, the office will notify the Athletic Director and/or coach, and the athlete will not be counted absent.

An excused absence is defined as an absence in which the following criteria are met:

1. The student verbally informs the coach and/or the Athletic Director PRIOR to the missed practice or competition, AND the parent provides written, email, or verbal confirmation on or before the next scheduled team event (practice or competition), **[OR]**
2. The parent contacts the coach and/or Athletic Director PRIOR to the missed practice or contest.

Absences in which the above criteria are not met will be counted as unexcused. For unexcused absences, the following steps will be taken:

1. After the **first unexcused** absence, the coach or Athletic Director (upon being notified by the coach) will contact the parent to inform them of the student's absence. The student must attend but will not be allowed to participate in his/her next scheduled event (practice or competition).
2. After the **second unexcused** absence in any sport season, the Athletic Director will arrange a meeting with the parents and coach, to discuss the student's status on the team.
3. After the **third excused partial or full absence**, a meeting of the parent(s), coach, and Athletic Director (and Principal, if necessary) will be held to determine the athlete's status on the team.

Additional guidelines governing practice and athletic contest attendance include:

1. Students must be in attendance at school a minimum of one-half of the school day to participate in a practice or contest on that day.
2. Students joining the team after a season has begun must attend two practices before they will be allowed to participate in an athletic contest.
3. After a sports season reaches its halfway point, only students who are new to the school will be allowed to join the team.
4. A student who receives a detention on the day of a scheduled practice or contest **MUST SERVE THE DETENTION** before attending the athletic event. The athlete is expected to go directly to the practice or contest after serving the detention (3:25 pm). Athletes will be allowed to participate in practice or contests after serving their detentions. However, because the departure for "away" events normally occurs before 3:25 pm, they will need to be transported by their own parent.

### **Player Conduct and Discipline**

Since the athletic program of Redeemer Lutheran School is a part of the overall school program, all players will be expected to follow the same guidelines for conduct and discipline as outlined in the Discipline section of the *Parent and Student Handbook*.

## **Uniforms and Equipment**

Redeemer will provide each athlete with an appropriate, sports-specific uniform for the following sports:

- ♦ cross country ♦ volleyball ♦ basketball ♦ cheerleading ♦ baseball

It is the responsibility of the athlete to wash and maintain his/her uniform throughout the season and to promptly return the CLEAN uniform at the end of the season. If the uniform becomes torn or damaged during the season, parents are asked to contact the Athletic Director. (The uniform can be turned in to be mended or a new uniform issued).

If a uniform is lost or ruined, the family of the athlete responsible will be charged a replacement cost, and the athlete will not be issued another uniform until the fee is paid.

Other equipment will have to be provided by the student. Such equipment includes: shoes appropriate to the sport, any personal protective equipment like knee pads or eyeglass straps, sweats for outside sports when necessary, baseball gloves, and the like. The coach of each specific sport may require or strongly recommend other personal equipment as needed to comply with league or tournament regulations.

## **Physical Examination**

Redeemer does not require a physical examination prior to competing in the athletic program, but a physical exam is highly recommended and encouraged for each participant. To prevent and minimize injuries, we ensure our sports are carried out in the safest manner possible, but injuries can still occur. An athletic physical helps ensure that each participant is healthy and physically ready to compete in interscholastic athletics.

Parents are asked to ensure that current contact information is written on the school emergency form and then reported to the office if any change occurs. To aid in caring for any injury that may occur, the coach of each team will carry a copy of each child's emergency form, and Inhaler Use/Medications/Medical Concerns forms and first aid/medical supplies to all contests.

## **Inhaler Use, Medications, and Medical Concerns**

To help with organizing safe participation of our athletes, each student in the athletic program will be required to complete the Inhaler Use, Medications, and Medical Concerns Form.

## **Use of Tobacco, Alcohol, or Drugs**

In keeping with the belief that the body is "God's temple," and the use of tobacco, alcohol, or drugs is harmful to one's health, proven use or possession of any tobacco, alcohol, or drugs will result in immediate dismissal from the team for the remainder of that specific sports season. If the student-athlete is a member of more than one team at Redeemer during a sport season, violating this policy will result in his/her dismissal from all teams for the remainder of that specific sports season.

In addition to this section, the school policy on the use or possession of tobacco, alcohol, or drug use will be enforced. The policy is outlined in the "Grades 5-8 Discipline Plan" in the *Parent and Student Handbook*.

## **Funding the Athletic Program**

Redeemer Lutheran School provides annual budgetary funding for school athletics (equipment, event entry fees, e.g.). In addition, fundraising is also conducted to provide for seasonal needs (officials' fees, national tournament participation, e.g.) and to establish a reserve fund for future athletic program needs (uniform replacement, e.g.). The main ongoing fundraising effort is the operation of a concession stand at home, indoor events. The concession stand is overseen by the Athletic Director, and all families of athletic participants are expected to volunteer time and/or goods for its operation. The Athletic Director is responsible for submitting a projected income-expense plan to the Principal prior to each school year.

## **Transportation to Athletic Events**

Student athletes are transported to and from athletic events by volunteer parents and/or coaches from Redeemer. Permission for this transportation is given when the parent signs and returns the Permission Form/Waiver. All parents are asked to take an equal part in this transportation process. Parents are notified at the beginning of the season of upcoming games for which drivers are needed. Parents are asked to complete and return the Drivers Request Form at the beginning of the year or the designated sports season. A "Driver's Confirmation Slip" will be sent out the week before any scheduled away games. This slip is intended to keep parents informed about where their child is playing (including a map), when they should be picked up at Redeemer, and which parents are signed up to drive to the games that week.

## **Driving Guidelines for Parents**

Parental help in driving students to athletic events is greatly appreciated. To help ensure the student's safety, and to make sure they are always properly supervised, these guidelines need to be followed by all of us:

1. Each driver must possess a valid driver's license and have the minimum vehicle insurance required under the Minnesota State guidelines for vehicles. Your proof of insurance needs to be on file in the office BEFORE you can transport student-athletes. Provide the office with updates.
2. Each player must return their "driver's slip" on time.
3. Each player must wear a seatbelt while in transport.
4. Each player must ride to and from games with the same driver unless written permission from the parent of the child leaving early is given to the coach or AD prior to the game, or if the parent of the child leaving early talks to the coach or AD at the game and then takes their own child home.
5. A player may not go directly home or leave early with another parent unless their own parent gives written or verbal permission for them to do so.
6. Drivers should make every attempt to return to Redeemer at the scheduled return time on the weekly "driver's slip." (PLEASE do not make any unnecessary stops).
7. Drivers should always take the same players back to Redeemer. If changes are made, please tell the coach or AD prior to leaving the game.
8. All drivers will be provided with a map to the school where the game is to be played, the phone number of that school, and a list of the students they have been assigned to transport.
9. if there are game scheduled back-to-back (i.e., basketball or volleyball), drivers who sign up to drive players other than their own are expected to stay for all games because no supervision will be available for the children upon early return to Redeemer (the coaches and AD will still be at the second game).
10. If, upon arrival at Redeemer, the coach or AD has not returned, PLEASE remain with your players until all have been picked up by their parent.
11. If you are unable to drive to a given contest, PLEASE be at Redeemer at the scheduled return time to pick up your child. If you have made arrangements to pick your child up AT the game, PLEASE be on time. No child will be left unsupervised, and will be taken back to Redeemer with the rest of the team if their ride is not on time.

**Driver Request Form Sample**

Parents of Redeemer Athletes,

We have the following "away" games (see calendars) scheduled for this season, and we ask that each family drive players to at least 1-2 games. As a reminder, a "Drivers Confirmation Slip" will be sent home a week prior to the game for which you signed up to drive.

Thank you for supporting your child's team and the athletic program in this manner!

School Phone #: (952) 473.5356.

Please detach this portion and return to school by: \_\_\_\_\_

.....  
Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

I will drive \_\_\_\_\_ (# of players) to the following game(s): (Check all that apply)

\_\_\_\_\_ Thursday, September 23rd @ Waconia (game 3:45; return 5:45)

\_\_\_\_\_ Thursday, September 30th @ Cologne (game 4:00; return 6:00)

\_\_\_\_\_ Tuesday, October 5th @ Hamburg (game 4:00; return 6:30)

\_\_\_\_\_  
Parent Signature

(\_\_\_\_\_) \_\_\_\_\_  
Daytime Phone / Cell #

## Policy Addendum: Participation in Out-of-league Athletic Events

### I. Definitions

- A. The term *event* used herein includes tournaments and other athletic contests and events.
- B. The term *parent* used herein includes both biological and legal guardians.
- C. The term *family* used herein means a family with a child participating in such an event or a family that is biologically or legally related.

### II. Policy Objectives

- A. Provide procedures and expectations for participants and parents concerning the participation and attendance of overnight, out-of-league athletic events (esp. the LBAA National Basketball Tournament in Valparaiso, IN).
- B. Outline financial responsibilities and fundraising guidelines for such events.
- C. Outline transportation, supervision, and housing guidelines for such events.
- D. Define school attendance guidelines for participants, siblings, and fans if the event requires absence from school.
- E. Provide administrative and governance guidelines to all participants, parents, and coaches.

### III. Policy

- A. Applications for and participation in such events will be the decision of the Athletic Director, Principal, and the coach(es) of the team. The decision to participate in such events will be based upon:
  - 1. Number of players / cheerleaders committing to participation and eligible under the guidelines as outlined in the athletic handbook and in specific event participation rules.
  - 2. The head coach's ability to attend such events.
  - 3. Financial resources to attend such events.
  - 4. Any school / church calendar conflicts which may arise.
- B. All participants, players and cheerleaders, will be expected to participate in all fundraising efforts for such events, and all funds raised will be equally divided between all athletes / coaches attending. Any remaining costs will be funded as follows:
  - 1. Application fees and special team items (e.g., team sweatshirts, banners, etc.) will be paid for by the Redeemer athletic department.
  - 2. Transportation, lodging, and meal costs will be paid for by each individual family.
- C. Transportation to such events will be the responsibility of each individual family. A parent may give written permission for his / her child to ride with another family. Supervision and lodging of each player is the responsibility of his / her own parent, or may be given, in writing, to another family attending the event. A form will be provided to parents who need to grant such permission to another family for transportation, lodging, and supervision. This form will be returned to the Athletic Director as requested.

- D. Attendance guidelines for students missing school to participate in such events are as follows:
1. All participants and their siblings will be excused from school and not counted absent (as it is a school-sanctioned activity).
  2. Other students will be counted absent for any school days missed to attend such events (parental choice).
  3. Participants and siblings attending the LBAA National Basketball Tournament in Valparaiso, IN, will be excused from absence on the Thursday and Friday beginning the tournament.
  4. All schoolwork missed will be the responsibility of the student to complete under our school's homework policy.

IV. Procedures

All governance and administrative duties of participation in such events will be the responsibility of the Athletic Director under the guidance of the Principal. Such duties include but are not limited to:

- A. Complete all necessary event applications, including submitting any required fees.
- B. Collecting player information (e.g., birth certificates).
- C. Conducting parent meetings and sending correspondence to ensure all parties are well-informed and all questions are answered.
- D. Provide maps for travel to and from such events.

V. Control

This policy for ***“Participation in Out-of-league Athletic Events”*** is subject to review each summer by the Principal and Athletic Director. Any proposed changes will be brought to the Day School Board. Maintaining records and files concerning such events is the responsibility of the Athletic Director under the guidance of the Principal.

**Permission/Waiver Form**

\_\_\_\_\_  
*(Print athlete's last name, first name above)*

Dear Parent or Guardian:

Your child has indicated an interest in participating in the Redeemer Lutheran School Athletic Program in the following sport(s):

*(List each specific sport)* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Before your student may participate, he/she must meet eligibility guidelines **and** be given permission by you. Please read and sign the following permission and waiver form. (A separate Inhaler Use/Medications/Health Concerns/Medical Release form must also be submitted.)

I/We the undersigned:

1. Request that my son/daughter be allowed to participate in the Redeemer Lutheran School Athletic Program in the sport(s) listed above.
2. State that, to the best of my knowledge, my child is physically fit and able to participate in athletics.
3. Agree that if a serious injury or illness occurs, my child must provide a signed authorization form from a treating healthcare provider that supports the physical fitness and ability of the child **before** my child may be allowed to participate further in the Redeemer Athletic Program.
4. Have adequate insurance or, in the event that our child is injured, I will be responsible for all expenses incurred.
5. Request participation by the student in the Redeemer Lutheran School Athletic Program, including transportation to and from these activities, and assume the risks of injury arising from such participation. I recognize that Redeemer Lutheran School does not carry health or accident insurance or other insurance for medical and hospitalization expenses arising from such injuries.

I hereby agree to indemnify and hold Redeemer Lutheran School harmless for any claim of liability for injuries to the student arising from participation in the Redeemer Lutheran School Athletic Program. This includes organizers, sponsors, supervisors, participants, and persons transporting the above student.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**Inhaler Use/Medications/Health Concerns/Medical Release**

*(Print athlete's last name, first name above)*

Dear Parents and Guardians of Redeemer Athletes,

**Inhaler Use/Medications**

If your child needs an inhaler or medication for safe participation in the Redeemer Athletic Program, please provide the Athletic Director with a separate inhaler or the medication in the original container. Authorization forms, available from the office, must also be filed. Your child's inhaler or medication will be kept and administered, as directed on the authorization form, by the coach and will be with your child's team at all practices and games. Students are not allowed to carry their own inhalers or medications. All inhalers or medications will be returned at the end of the participant's sports season(s).

(Check)

\_\_\_\_\_ Please allow my child to use the inhaler/medication I have provided for him/her.

\_\_\_\_\_ Although my child sometimes uses an inhaler, I choose not to provide one for his/her use. The action that should be taken is:

\_\_\_\_\_  
\_\_\_\_\_

**Health Concerns**

Although Redeemer Lutheran School recommends a physical examination, it is not required. Parents are expected to monitor the fitness levels for their children's participation in sports. Please respond appropriately:

\_\_\_\_\_ My child has the following health concerns which could potentially affect his/her participation in the Athletic Program:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ My child does not use an inhaler or medications and has no serious health concerns. Therefore, this is not applicable to his/her safe participation.

**Medical Release**

I give permission to the Redeemer Lutheran School Athletic Program to take whatever emergency measures (e.g., first aid, disaster evacuation, calling 911, rescue squad, etc.) are judged necessary for the care and protection of my child while he/she is under the supervision of the Redeemer Lutheran School Athletic Program. In case of medical emergency, I understand that my child may be transported to the closest hospital or medical facility for treatment if the local emergency resource (police, rescue squad, etc.) deems it appropriate and that my child will be transported at my expense. I understand that in some medical situations, the school staff will need to contact the local emergency resource before I (the parent), my child's physician, and/or other adult acting on my behalf can be contacted.

If immediate medical treatment is needed, I request that Redeemer Lutheran School contact me as soon as possible, and if able, before my child is taken for medical treatment. If I am not available, I request that my doctor be notified:

Doctor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

I authorize Redeemer Lutheran School to arrange for the emergency medical treatment for my child.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

( ) \_\_\_\_\_  
(phone # between 3pm-7pm)

## Academic Eligibility for Athletics

*(Print family name above)*

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In an effort to ensure that academics are held in highest priority, the following guidelines will govern the academic eligibility for student-athletes:

At each grading period (midterm and quarter), all student-athletes must achieve a minimum C- (72%) overall academic average, including no Fs (61% or below) and no "incompletes." If the student does not maintain these standards:

1. The teacher shall notify the Athletic Director and the student of his/her academic performance.
2. The Athletic Director may arrange a meeting with the student and parent(s) to discuss eligibility, and/or a letter will be sent home.
3. The Athletic Director will inform the coach of the student's ineligible status.
4. The student will be ineligible until the next grading period, or for the remainder of that specific sports season – whichever comes first. In the case of an "incomplete," the student will be ineligible until the work is satisfactorily completed.
5. At the end of the next grading period, the student's grades will be checked again to determine eligibility. If the student's grades have improved to the required standards, the player will be allowed to rejoin his/her team. The missed practices and games, however, may have a significant impact on the athlete's playing time.
6. If a student's grades do not meet the required standard, but the teacher(s), Athletic Director, Principal, and parent(s) determine that the student has shown:
  - a. Great academic effort and,
  - b. Athletic participation is vital for the student's self-esteem,the student will then be allowed to participate in athletics.

I have read and agree to Redeemer's policy on academic eligibility for athletics.

_____ Student Signature	_____ Grade
_____ Student Signature	_____ Grade
_____ Student Signature	_____ Grade
_____ Parent/Guardian Signature	_____ Date

**Athletic Code of Conduct**

*(Print family name above)*

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**Expectations:** Redeemer Lutheran School desires that student-athletes blend individual talents into team effort, learn self-control in emotional situations, graciously accept both victory and defeat, and enjoy participation in athletics both now and in the future. To ensure a positive environment and experience for all involved in an athletic contest, we prescribe and will uphold this code of conduct.

All representatives of our school will:

1. Support and encourage our student-athletes, coaches, each other, and the overall athletic program, building one another up in Christ.
2. Encourage the enthusiastic support of our fans and expect them to uphold the same high standards we ask of our student-athletes and coaches.
3. Represent our Lord and our school in a Christian manner that is respectful of others, their property, all facilities, locker-rooms, and equipment, both on and off the court and playing field, and in the stands, both home and away.
4. Demonstrate good Christian sportsmanship, refraining from inappropriate and unbecoming behavior and language.
5. Treat opposing teams, their coaches, and game officials with proper courtesy and respect, deferring calls and decisions made by officials to our coaches and/or Athletic Director for handling questions or concerns.

All student-athletes and parents/guardians, as applicable, will:

6. Follow all policies in the Athletic Handbook and the Parent and Student Handbook – and maintain academic and other eligibility requirements.
7. Take home forms, notes, calendars, schedules, and like documents – and return them fully completed and on time. Follow calendars and schedules – and plan accordingly.
8. Learn the rules of the game, practice with enthusiasm, work at improving skills, and always perform to the best of your God-given ability.
9. Report for practices and games on time, ready to participate and fully attired in proper practice gear or complete uniform, including any safety gear required. Contact your coach, as soon as possible, if you are unable to attend a practice or scheduled game. Uphold attendance standards.
10. Tell your coach immediately **if you are injured or physically unable to practice or play**. Before returning to practice or play, provide a note from your treating healthcare provider to support and ensure you are physically fit to re-engage in the particular sport or activity or to indicate a future fitness date.
11. Maintain and keep clean your uniform, locker, and the locker room.
12. Ensure students and siblings are under the direct care and supervision of a parent during after school practices and games – or are under the charge of ESC.
13. Volunteer to help with fundraisers, concessions, and other opportunities that support the Redeemer Athletic Program.

I have read, understand, and agree to abide by this code of conduct. I understand if I fail to comply, my eligibility to participate in the Redeemer Lutheran School Athletic Program may be affected.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

## Supervision of Athletes and Siblings

*(Print family name above)*

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It is vital that our students are not left unsupervised both for their personal protection and for insurance liability reasons. In an effort to provide appropriate supervision, these guidelines will be followed:

1. Before practices or athletic contests (following school dismissal), the coach(es) shall be responsible for the supervision of students who are members of the team.
2. After practices or athletic contests, the coach will remain with the students up to 15 minutes after the scheduled time for the practice or contest to conclude. In the case of "away" contests, the same 15-minute grace period will begin at the schedule return time, which is noted on each weekly driver's confirmation slip. Any student remaining later than 15 minutes after the scheduled ending or return times will be taken to the Extended School Care Program (ESC) and placed in care, providing that ESC is operating and has sufficient room to take the student. Parents will then be charged for the ESC supervision time at the "Drop-In Care" rate. (See the *Extended School Care Handbook* or the school office for current rates.) If the ESC Program is not operating or does not have sufficient room to take the student, the COACH will remain with the child, and the same ESC policies and rates for "Drop-In Care" will be applied.

Please note the following policy concerning the supervision of siblings and students remaining to watch a home athletic contest:

1. Siblings and students remaining to watch a home athletic contest **MUST** be in the **DIRECT SUPERVISION** of their own parent or another adult, or in the ESC program. If a child is to be supervised by an adult other than their own parent, a written note from the parent of the child to be supervised is to be given to the child's teacher or the Athletic Director **BEFORE** or **ON** the day of the contest. The note must explain which adult is to be supervising the child. Any child not under the direct supervision of their parent or designated adult will be taken to the ESC Program and placed in care. Pre-registration and advance notice is necessary for ESC service or the parents will be charged for the supervision at the "Drop-In Care" rate.
2. Any sibling waiting for a brother or sister to return from an away athletic contest, or to complete a practice, **MUST** be in ESC until picked up – or **MUST** be under the Direct Supervision of his/her own parent.

I have read and agree to the policies concerning the supervision of my child(ren) before, during, and after athletic practices and contests.

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Parent/Guardian Signature

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Date

## Driving Guidelines for Parents

*(Print family name above)*

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Your help in driving students to athletic events is greatly appreciated. To help ensure the students' safety and to make sure they are always properly supervised, these guidelines need to be followed by all of us:

1. Each driver must possess a valid driver's license and have the minimum vehicle insurance required under the Minnesota State guidelines for vehicles. Your proof of insurance needs to be on file in the office BEFORE you can transport student-athletes, and you must notify the office with any driver's license or insurance change.
2. All student participants must return their "Driver Request Form" on time.
3. If circumstances prevent you from driving after you have volunteered, you are expected to find a suitable substitute.
4. All drivers and passengers must wear a seatbelt while in transport.
5. Drivers must abide by the rules of the road and follow designated speed limits and cautionary signs to help ensure the safety of all passengers.
6. Each player must ride to and from games with the same driver unless written permission from the parent of the child leaving early is given to the coach or Athletic Director prior to the game, or if the parent of the child leaving early talks to the coach or Athletic Director at the game and then takes the child home.
7. Participants may not go directly home or leave early with another parent unless their own parent gives written or verbal permission for them to do so.
8. Drivers should make every attempt to return to Redeemer at the scheduled return time on the weekly "Drivers Confirmation Slip." (Do NOT make any unnecessary stops).
9. Drivers should always take the same participants back to Redeemer. If changes are made, please tell the coach or Athletic Director prior to leaving the game.
10. All drivers will be provided with a map and/or directions to the school where the athletic event is to be contested, the phone number of that school, and a list of the students they have been assigned to transport.
11. If there are games scheduled back-to-back (volleyball or basketball), drivers who sign up to drive players other than their own are expected to stay for all games because no supervision will be available for the children upon early return to Redeemer. The coaches and Athletic Director will still be at the second game.
12. If, upon arrival at Redeemer, the coach or Athletic Director has not returned, PLEASE remain with your passengers until all have been picked up by their parents.
13. If you are unable to drive to a given contest, PLEASE be at Redeemer at the scheduled return time to pick up your child. If you have made arrangements to pick your child up AT the event, PLEASE be on time. No child will be left unsupervised, and all participants will be transported back to Redeemer with the rest of the team if their ride is not on time.

I have read the guidelines concerning the transportation and supervision of student-athletes and agree to follow them to help ensure the safety of our student-athletes.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**Please attach a copy of your driver's license and proof of insurance.**

**Acknowledgement/Receipt of Athletic Handbook**

\_\_\_\_\_  
*(Print family name above)*

My signature below acknowledges that I have received a copy of Redeemer Lutheran School's *Athletic Handbook*. I understand and accept that this handbook identifies guidelines and provides summary information about athletic-related issues, procedures, and rules of conduct.

I also understand and accept that it is my responsibility to read, understand, become familiar with, and comply with the standards that have been established, as well as to ensure my child makes every effort to comply with applicable expectations, also.

I further understand and accept that the Administration of Redeemer Lutheran School, in conjunction with Redeemer's Day School Board, reserves the right to modify, supplement, rescind, or revise any provision or policy from time to time, with or without notice, as it deems necessary or appropriate.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**Athletic Program End-of-Season Survey Form**

The purpose of this form is to assist the Athletic Director and coach in further developing the sports program in which your child has participated. Please be frank and honest in your responses to the survey items. To respond, circle the appropriate number or provide written input. You may sign at the bottom or submit anonymously.

Sport: \_\_\_\_\_

Grade Level: \_\_\_\_\_

<b>To be completed by the player:</b>	<b>no &lt; &gt; yes</b> <b>1 2 3 4 5</b>
1. Did you enjoy being on the team?	1 2 3 4 5
2. Did you learn more about the sport?	1 2 3 4 5
3. Did your sports skills improve?	1 2 3 4 5
4. Did you think you had enough opportunity to ask questions?	1 2 3 4 5
5. Are you planning to participate in the same sport next year?	1 2 3 4 5
6. How did your participation in this sport connect you with Christ? Write your answer here.	
7. What were your favorite and least favorite activities in practices? Write your answer here.	
8. Did you think playing time was fair? How could it be better? Write your answer here:	
9. What would you change to help improve the sports team experience? Write your answer here:	
<b>To be completed by the parent or guardian:</b>	<b>no &lt; &gt; yes</b> <b>1 2 3 4 5</b>
1. Did your child enjoy the sports experience?	1 2 3 4 5
2. Do you feel your child became a better athlete?	1 2 3 4 5
3. Did your child gain a better understanding of his/her role on a team?	1 2 3 4 5
4. Did the sports experience help your child grow spiritually?	1 2 3 4 5
5. Did the sports experience help your child's overall growth and maturity?	1 2 3 4 5
6. In your opinion, did playing time follow handbook guidelines?	1 2 3 4 5
7. Do you feel your child was treated with respect?	1 2 3 4 5
8. Was the coach's public conduct acceptable?	1 2 3 4 5
9. Was your public conduct appropriate?	1 2 3 4 5
10. How would you rate the coach's overall capability and leadership?	1 2 3 4 5
11. How would you rate the coach's communication with parents?	1 2 3 4 5
12. How would you rate the Athletic Director's communication with parents?	1 2 3 4 5
13. Please suggest changes to improve the program. Write your answer here:	
14. Please list other questions that should be on this survey. Write your answer here:	
15. List other suggestions for the overall sports program (e.g., other sports that could be offered, sports you could coach). Write your answer here:	

Please return to the Athletic Director by \_\_\_\_\_

Participant's signature (optional): \_\_\_\_\_

Parent/guardian signature (optional): \_\_\_\_\_