



***Caroline Middle School Eagles***  
***Student and Parent Athletic Handbook***  
***2023 - 2024***

**Athletic Director:**  
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## General Rules and Information

### **Eligibility:** **Academics**

- In order to be eligible for fall sports, a student must have been promoted from the preceding grade and have no more than one F on their previous report card. In addition, any student who fails two subjects at the end of a nine weeks or semester grading period will be removed immediately from the team and will not be eligible to compete again during that sports season. Students who fail two subjects for a nine weeks period ending prior to the sports season will not be eligible during that season. Students who fail one subject at the end of a grading period will be placed on a probationary status and must improve to a passing grade during this period in order to continue playing after the probationary period at the site Athletic Director's discretion.
- Coaches are not responsible for making sure students on their team do their school work, but do have an obligation to be informed of progress they are making in the classroom. Coaches should provide guidance and have an understanding if a student needs to miss an event or practice to complete any necessary assignments. A player coach meeting should take place when these types of situations arise ahead of time.
- A teacher can speak to a coach if they feel some extra motivation is needed when a student's academic progress has dropped off or if a discipline action has taken place.
- Serious concerns should be directed at the Athletic Director. The Athletic Director will move through the proper channels of administration as needed.
- A team's coach is allowed to have a stricter policy for his/her team. This is a baseline for our program as a whole.

### **Conduct**

- Coaches have the right to establish certain expectations for acceptable conduct, behavior, and team rules. This may be a stricter policy than said below in section "Behavior/Referral Matrix", but may not be of lesser value. This handbook is the standard for all athletic programs at CMS. Each member of a team must have an acceptable conduct record for each



grading period unless there are extenuating circumstances that have been determined by the Principal. **Any student whose behavior results in a disciplinary action from the office may be removed from the team.**

### **SUSPENSIONS**

- Students subject to in-school or out-of-school suspensions shall not participate in any practice or contest during the period of their suspension.
- Any suspensions will be reviewed by the Athletic Director and will have a consequence for the said action.

### **Behavior/Referral Matrix**

- Please note, that all concerns are on a case by case basis and will be reviewed by the coach, athletic director, and the grade level administrator.
- Each offense will be tallied against the student athlete. A repeating offense or level of discipline will result in further extra-curricular disciplinary action.
- Disciplinary action stepping ladder will be Verbal warning, written warning, probation, suspension, termination.
- If you participated in another sport at CMS prior to the season of the calendar year, and received marks on the behavior matrix, this will result in beginning at the written warning strike for the new season.

### **IEP's and 504's**

- We do respect and appreciate all educational accommodations, actions, interventions, and adjustment of resources being given to all CMS students. However, IEP's and 504's are not positively or negatively affective in an extra-curricular sport setting.

### **Game Day and Practice Attendance Policy**

- If a student is absent from an entire day of school they may not play in a Caroline athletic competition/practice. Exceptions to this rule must be discussed with the Athletic Director ahead of time and have written permission from the principal. Some exceptions (but not limited) to the rule are a court date, medical procedure, etc.



- As long as the student is here for half or more of the day then there is no issue with participation.
  - Ex. Attends morning and signs out at 11:30 for dentist.
  - Ex. Signs in at 11:30 and attends afternoon classes.
  - Ex. Attends at least three periods/blocks a day.
  - Any situations require parent consent in the form of email, signed note, phone call, etc.
- Other policies may be put in place from a coach that will be discussed at the beginning of the season. Example: player misses practices, removed from starting lineup/playing time decreased.

### **Social Media**

- A student athlete may face discipline for posts that reflect poorly on the team and school. Social media usage is increasingly becoming a “shadow” for the individual. Trash talking, inappropriate/vulgar language, direct threats, etc. is viewed as a timestamp of unacceptable behavior and is no different that poor on field/court sportsmanship. As Eagles, we must hold ourselves accountable on and off the field. Cases will be dealt with on an individual basis.

### **Hazing, Bullying, Drugs, Alcohol, and Steroids**

- Caroline does not condone any type of inappropriate initiations, hazing, bullying, drugs and alcohol. Student athletes involved in this type of activity could face severe penalties including dismissal from teams/school to legal action. We want our athletes to have a clean body and mind as well as a clean soul.

### **24 Cool off Rule**

- Any discussions must wait 24 hours after an event or practice to discuss a situation. This includes writing emails, texts, phone calls, face to face, etc. Sports trigger high emotions for all parties involved. The 24 hour rule is meant to allow everyone time to decompress and reflect on whatever situations may have arisen from all different standpoints and perspectives.
- We also ask that the following be honored as well to avoid discussions;
  - At athletic contests, immediately prior to the start.
  - During athletic contests (parents are not to approach the bench, coach or locker room etc.)
  - At the conclusion of an athletic contest



- At practices.
- Parents are also responsible for educating any guests that may come to Caroline events as well. This may include extended family, friends, or colleagues.

### **Meetings for concerns**

- Any concern, question, recommendation, or insight should go through the proper channels and can be administered on a case by case scenario. If something arises and it is a matter of importance, please follow along with the proper step ladder:
- Step 1: Bring to the coaches attention, set a time to meet with the coach and bring their attention to this matter.
- Step 2: Following a meeting with the coach, please contact and set something up with the Athletic Director, Travis Clark, to review the matter.
- Step 3: Reach out to a grade level counselor or administrator as long as the Athletic Director for a meeting regarding the topic.
- Step 4: Reach out to Mrs. Griggs, the school principal for a final meeting to review the case.

### **Fielding of Teams**

- In some occasions a team that was once fielded may not be fielded due to reasons that will be explained from the Athletic Director. These occasions will only take place after every possible solution has been explored and evaluated. The same goes for teams that were once not fielded and now are “revived.”

### **Playing Time**

- While at this level, our main focus is skill improvement, life learning skill acquisition, and being a part of something bigger than ourselves, it is important to note that playing time is not guaranteed at any competition event. This is earned by a son/daughter, first in school, and then on the practice field. It is at the discretion of the coach to make the judgment when a kid will play or for how long.

### **Captains**

- The title of being a captain for any sports team at Caroline is a high award and privilege. If a coach deems a player is not fulfilling those responsibilities as a



captain (set by the coach/team) then that title may be removed. Captain and Coach Meetings should be held if the above needs to take place.

### **Practices**

- A coach will designate practice times (when, where, how long, etc.). It is the coaches' responsibility to communicate with players and parents/guardians when changes occur. In rare occasions, the Athletic Director will communicate on behalf of the coach, especially if a threat of weather or some other personal harm has presented itself, or the coach is unable to provide that communication.
- It is highly recommended for each coach to hold a player and parent meeting at the beginning of their respective season to go over any policies, expectations, etc.
- It is also up to the coach to allow parents into a practice. Practices are meant to provide coaches an environment where they can maximize instruction and preparation with as little to no distractions. If a coach wishes to hold a "closed practice" then we ask anyone outside the team to respect those wishes.

### **Transportation**

- Transportation will be arranged for all away contests by the Athletic and Transportation Directors. Parents who wish to take their child home from an away event should simply let the coach know (email or note) or provide a permission form for their child to ride with another parent. On some occasions, a carpool may be the school's last option to get students to their away match. If this happens, all other avenues have been exerted. Permission will be needed for each student.

### **Volunteers**

- All volunteers must fill out the proper Volunteer form and may be subjected to a background check and fingerprinting. Volunteers are an essential part of our Athletic programs. On some occasions, volunteers are needed to assist with coaching. Other needs may include keeping scorebooks/stats, coordinating snacks or team dinners, etc. Volunteers should work closely with the Head Coach to assess any needs (if they are any).



### **Spectators**

- Anyone not part of the coaching staff (as assigned by the head coach) or the team is considered a spectator. This includes the student body of Caroline Middle, parents, family, friends, etc. The role of the spectator is there to support the school/team/student athlete with pride and respect. We want our fans to be loud and supportive but not disrespectful. Degrading remarks directed at our team (players and coaches) the opposing team, clock workers, officials, opposing team fans, etc. does not promote good sportsmanship. We should avoid berating officials. In no way does it help the “home” team, in fact, on some occasions it may in fact do the opposite.
- Any spectator may be warned, reminded to settle down, be quiet, and move to a different area or even in some cases asked to leave the event. Any faculty member that makes a request to a spectator must be respected and obey the instructions. Failure to do so may result in discipline or removal from the event as stated above.
- Officials are human and part of communities. Officials’ impression of a fan base often is shared in their own community that includes other parents and officials. We want officials to leave a Caroline Middle event with the aftertaste of a well representative of competitive spirit as well as good sportsmanship both from the teams and fan base.



***Please review all the forms and return to the school before the first day of your son or daughter's sport's practice.***

### **Student/Parent Athletic Handbook Agreement**

**It is a privilege for me to compete in any athletic event as a student/athlete at Caroline Middle School. While representing my school, my team and all persons associated with CMS, I will show the respect on and off the field of play for teammates, coaches, officials, opponents, fans, and just as importantly, for myself, that is expected of me. I fully realize that my positive conduct while representing my school is as important as the athletic contest itself. The right may be taken away due to any inappropriate behavior from a coach, the Athletic Director, or Administrator.**

**I will take pride in my ability and put forth my best effort to excel on the field/court, during practices or an actual athletic competition, as well as in the classroom. I am mindful that my behavior, wherever I am, represents not only myself, but also my teammates and fellow student/athletes as well as all students, teachers, administrators, coaches, parents and all friends. I will strive to combine my passion and competitiveness during competition with sportsmanship and ethical conduct. Such conduct demonstrates my understanding of the letter of the rules, as well as the spirit of the rules.**

**I also promise, to the best of my ability, to surround myself with family and friends who cheer for me and my team in a manner that reflects a positive light on Caroline.**

**As parent(s) and/or legal guardian(s) of the student/athlete(s) who have signed this contract, I (we) fully understand the conduct responsibilities to which my (our) child is expected to adhere throughout the entire school year. I (we) fully understand that breaking any part of this contract will immediately result in disciplinary action regarding the student/athlete(s). The severity of the action will be determined on a case-by-case basis by all or some of the following: the head coach, the Athletic Director, Assistant Principals, and the Principal.**

**I (we) further acknowledge that my (our) signature(s) make me (us) financially responsible for uniforms and equipment not returned to the athletic department immediately at the end of each athletic season by the child(ren) for whom I (we) am/are signing.**

**Furthermore, as with textbooks, I (we) understand that by not returning said uniform(s) or equipment, will result in the holding of the involved child(ren)'s report card(s) and/or may result in a bill for replacing the cost of lost/damaged items.**





**Caroline Student/Parent Athletic Handbook Code of Conduct Agreement**

**Please Print this page and return or [Click here to submit online form](#)**

\_\_\_\_\_  
Student Name printed                          Student Signature                          Date

\_\_\_\_\_  
Parent/Guardian Name printed      Parent/Guardian Signature                          Date

\_\_\_\_\_  
Parent/Guardian Name printed      Parent/Guardian Signature                          Date

*I have read all the material provided and I accept to uphold and agree to any actions that may result from the code of contract student/parent athletic agreement. Please initial for a checklist.*

Concussion form                          \_\_\_\_\_

Code of Conduct                          \_\_\_\_\_

Physical form from VHSL state                          \_\_\_\_\_

Academic Eligibility                          \_\_\_\_\_

**All of these forms are required to participate in any sport at Caroline Middle School**