



Northwood Academy Charter School
Athletic Handbook

Northwood Academy Charter School Athletics Handbook

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New Foundations Charter School Athletics Handbook Introduction and Mission Statements

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Introduction

Welcome to the Northwood Academy Charter School Athletic Department. The Department offers a variety of sports and activities for interested and qualified student-athletes. Members are expected to compete in the spirit of cooperation and good sportsmanship. They must also exhibit a positive approach to their athletic development as well as their relationships with coaches and teammates. Student-athletes must be academically sound in order to compete in their sport. All high school student-athletes are expected to follow the directives of the Pennsylvania Interscholastic Athletic Association (PIAA) and Northwood Academy Charter School (NACS). All middle school student-athletes are expected to follow the directives of the Southeastern Pennsylvania Charter Athletic League (SEPCAL) and Northwood Academy. This includes rules, regulations, and guidelines set up by their individual sport coaches.

Mission Statement

Northwood Academy Charter School

The mission of Northwood Academy Charter School is to educate the whole child by providing the academic, social, and emotional foundations and successes necessary to become contributing community members who possess the skills, desire and confidence to lead meaningful lives. Northwood Academy Charter School is committed to creating and sustaining a learning sanctuary that is built upon integrity and dedicated to high achievement and purposeful experiences.

Northwood Academy Charter School will ensure that its staff works together to design and deliver a rigorous and relevant curriculum that is based on collective knowledge, creativity and real-world learning experiences. Through involvement with the arts and service learning we promote and foster an appreciation and commitment to the world at large.

Northwood Academy Charter School will develop a true collaboration of all stakeholders to provide a dynamic program for our students. With a caring spirit and keen sensibility, we embrace the uniqueness of our students and strive to provide them an awareness of opportunities and choices that belong to each of them.

Pennsylvania Interscholastic Athletic Association

The mission of the Pennsylvania Interscholastic Athletic Association, Inc. (PIAA) is to serve its member schools and registered officials by establishing policies and adopting contest rules that will emphasize the educational values of interscholastic athletics, promote safe and

sportsmanlike competition, and provide uniform standards for all interscholastic levels of competition.

Southeastern Pennsylvania Charter Athletic League

The mission of the Southeastern Pennsylvania Charter Athletic League is to help student-athletes grow athletically, academically, emotionally, physically, and socially. SEPCAL will encourage and support broad participation from as many boys and girls as possible, whose teams will compete on an equitable basis with other schools without sacrificing sportsmanship and the general welfare of the school, community, and student.

New Foundations Charter School Athletics Handbook Eligibility and Membership

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Eligibility

Membership in the PIAA enables student-athletes to compete at the district and state levels. The Northwood Academy Athletic Department abides by all rules and regulations mandated by this state organization.

Membership in the SEPCAL enables student-athletes to compete in the multi-school charter league. The New Foundations Athletic Department abides by all rules and regulations mandated by the SEPCAL board of directors and CEO's.

Membership

The Northwood Academy Charter School Athletic Department establishes priorities that reflect the PIAA, SEPCAL, and NACS philosophies which is governed by the SEPCAL Board of Directors and CEO's. All students in 5th -8th grades are invited to participate in any of the sports programs offered during the Fall, Winter, and Spring seasons. Scheduling for all teams is based on available competition with like institutions. All student-athletes are expected to adhere to the policies outlined in the Northwood Academy Athletic Handbook.

Northwood Academy Charter School Athletics Handbook
Responsibilities of Coaches

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Responsibilities of Coaches

Coaches are responsible first and foremost for the safety of the individual student-athletes.

All coaches must understand that they are leaders of their school and community and must conduct themselves accordingly. This includes modeling appropriate behavior to all of their student-athletes.

All coaches not only represent themselves, but also their school, community and each member of their respective sports league. Each coach is expected to display appropriate and acceptable standards of sportsmanship and behavior – on and off the field/court, in and out of school. Coaches will not have any use of tobacco, alcohol, and other illegal drugs/substances during a Northwood sponsored contest or practice.

Any unsportsmanlike conduct on the field/court or in the school by any coach will not be tolerated and may be subject to additional penalties, including, but not limited to, suspension or dismissal for the individuals involved from all sports related activities.

Coaches are responsible for keeping an open line of communication between all participating members, including school administrators, athletic director, assistant coaches, students, families, and members of the community. This communication includes all of the school and league rules, regulations, and expectations of parents, guardians, spectators and student-athletes.

Coaches are responsible to instill and maintain the mission of Northwood and their respective sports leagues. This includes, but is not limited to establishing and abiding by rules, regulations, and consequences for all student-athlete participants. Coaches are required to be fair, firm, and consistent with their expectations of each individual team along with the guidelines established in the Northwood Athletic Handbook.

Coaches are responsible for distributing and collecting all forms and paperwork required for eligibility for competition.

Coaches are required to read and fill out the SEPCAL Coaches Code of Conduct document prior to the start of each season.

New Foundations Charter School Athletics Handbook Responsibilities of Student-Athletes

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Responsibilities:

Students must maintain passing grades in all of his or her classes. If a student's grade in one class falls below passing (70%) during a mid-quarter progress report or end of the quarter report card, then he or she will be placed on academic probation. This will consist of weekly progress reports on grades, homework, effort, and behavior. The student will be able to practice with the team but will not be able to participate in games until a passing grade is achieved. If an effort is not being made by the student to pull the grade up, then the student will be removed from the team. If a student is failing two or more subjects, they will be removed from the team.

Students must maintain good behavior at all times. A student-athlete (high school or middle school) who earns three school detentions during the season may result in a one game suspension. The coaches and Athletic Director will make judgements on a case by case basis. Out of school suspension will may result in a removal from the team and will also be evaluated on a case by case basis. A student whose conduct is detrimental to the team may be removed from the team.

If a student is removed from an athletic contest because of unsportsmanlike behavior or conduct that is unbecoming to the school, or league rules, consequences will be administered that are consistent with the school's code of conduct. However, the athletic director, school administrators, disciplinarian, or coaches may add additional penalties for these infractions. Student athletes are expected to be representatives of Northwood on and off the field. If the attendance office considers a student absent, then he or she is ineligible for practice or games that day.

Athletes must attend all games, practices, and team functions. Coaches and the athletic director will determine fair and consistent rules for unexcused absences as they relate to team discipline up to and including the removal from the team entirely.

At all times, team members are expected to act in a sportsmanlike manner toward their teammates, coaches, officials, opposing teams, and all staff members. Foul language, taunting, angry outbursts, fighting, etc. will not be tolerated.

The use of tobacco, alcohol, drugs, or performance enhancing supplements are strictly forbidden. If a student violates this policy, they will be removed from the team for the remainder of the season.

All student athletes (whose sport team requires a uniform) will be required to submit a uniform deposit. A 20 dollar cash deposit will be held by the director of student services until the completion of the season. If the uniform is returned without any damaging stains, tears, or

obvious signs of mistreatment, then the deposit will be returned upon the completion of the season.

No student-athlete may play more than one sport during a season. Student-athletes must follow all rules, procedures, and policies mandated by their coach.

New Foundations Charter School Athletics Handbook Responsibilities of Student-Athletes

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Physical Forms:

Physical forms and all paperwork must be submitted prior to the first game. Any athlete showing up the first game without a physical will be ineligible to compete until all forms are complete and reviewed by their coach and athletic director. Students may begin turning in any and all paperwork as early as possible prior to the start of the tryouts to their coach, athletic director, or school nurse.

Physical paperwork will be accepted and is valid for a one year time period. After that the physical will be considered expired and a new physical form will need to be completed by a doctor/physician and returned to the school nurse.

Student-Athlete Conflict Resolution Procedure:

When a problem arises for a student-athlete, the following steps are to be followed to address the situation:

1. Student-athlete presents concerns to Head Coach or Assistant Coach if the situation is not resolved:

2. Student-athlete and Head Coach will meet with Athletic Director If the situation is not resolved:

3. Student-Athlete, Head Coach, and Athletic Director will meet with the Principal

Issues such as playing time and coaching strategy will never be discussed with a parent or guardian, nor will it be discussed beyond step one. If a parent has a concern, the student-athlete and parent will follow the same procedure above to address the issue. Students must be present for all parent requested meetings.

Game Day Procedures:

HOME

Athletes will be dismissed from school at the first announcement for student dismissal, unless otherwise notified. Athletes are then expected to change promptly after school unless otherwise directed by their coach. Athletes must be in proper uniform but can wear a team's jersey on game days. Athletes will meet at a designated location (either the gym or the grand staircase) with their team and coaches. Teams will travel/walk together to Simpson Field for all HOME games and will return together when the game /event is completed.

AWAY

The coach will notify athletes prior to game day the time of dismissal. The student-athlete is responsible to notify in advance their teachers of any missed class time due to athletic competition. The student-athlete is responsible for all assignments due on game days as well as any assignments missed while attending athletic competition. If a test is scheduled, arrangements must be made ahead of time with the teacher. The student-athlete is solely responsible for all work and assessments he or she misses.

Athletes are expected to change promptly after school unless otherwise directed by their coach.

Student-athletes must ride the van to away games when the school provides transportation. All student-athletes are expected to be on the van at appropriate time. All players must return back to Northwood on the school-sponsored transportation unless permission is given by their parent or guardian. No team member may ride home with anyone other than a family member unless given permission by their parent or guardian. Coaches may impose team policies regarding van transportation if they choose.

Northwood Academy Charter School Athletics Handbook Responsibilities of Student-Athletes

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Changing Areas and Equipment:

All student-athletes must change in the bathroom for games and practices. Changing in the lobby, hallways, or gym is strictly prohibited and detentions, or infractions, will be issued. The lobby and gym area must be clear of equipment at all times. Spikes are not permitted anywhere in the school building. All team equipment must be treated with respect and be taken care of in the appropriate manner by all athletes and coaches. All uniforms must be returned at the end of the season to their coach or athletic director. Uniform deposit money can be retrieved from the Director of Student Services . Athletes who do not return their uniform at this time will forfeit their uniform deposit.

Sportsmanship

All student athletes are to be reminded that they are an extension of Northwood Academy Charter School. Student Athletes are expected to behave in an appropriate matter whether they are at home or away games. Student athletes will demonstrate positive attitudes toward opposing teams and coaches, officials, and all Northwood Coaches and staff. Win, Lose or Draw, our athletes will adhere to the Northwood Norms and school policies that ensure all parties involved are treated with respect and the behavior of our student athletes should be of the highest quality and meet our schools expectations.

New Foundations Charter School Athletics Handbook Responsibilities of Spectators and Parents

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Responsibilities of Spectators and Parents:

Parents and spectators are at a contest to support and cheer for their team and to enjoy the skill and competition, not to intimidate or ridicule the other team and their fans.

Interscholastic athletics are designed to be a learning experience for students and mistakes are often made. Parents and spectators are expected to praise student-athletes in their attempt to improve themselves as students, athletes, and people.

Admittance to a contest is a privilege, not a license to verbally assault others and be generally obnoxious.

Learn the rules of the contest so that you may understand and appreciate why certain situations take place.

Show respect for the opposing players, coaches, spectators, and support groups.

Respect the integrity and judgment of contest officials. Understand that they are doing their best to help promote the student-athlete and admire their willingness to participate in full view of the public.

Refrain from use of any controlled substances (alcohol, drugs, tobacco, etc.) before, during, and after contests on or near the site of the contest.

Use only cheers that support and uplift the teams involved.

Recognize and compliment school and athletic administrators for their efforts in emphasizing the educational benefits of interscholastic athletics and the role of good sportsmanship.

Be a positive role model through your own actions and by censoring those around you whose behavior is unbecoming.

If any of the above are violated, the coach, official, athletic director, or administrator has the right to remove a parent or spectator from an athletic contest.

All parents and guardians are required to fill out and return to school the SEPCAL Parent Code of Conduct document

When picking up student/athletes from practices or games, parents and guardians are required to arrive at team dismissal time. Failure to cooperate and adhere to pick up rules may result in suspension or removal of your student/athlete from the team.

**Northwood Academy Charter School Athletics Handbook
Extracurricular Rules and Expectations**

Dear Parents and Guardians of Student/Athletes,

As your child’s season of choice approaches, we ask that you please read the following rules and expectations set forth so that our schools activities can run as smoothly as possible and that your child’s safety and best interest is at heart. We also ask that you respect and understand these guidelines so that we can avoid any issues/problems throughout the season.

Extracurricular Rules and Expectations

-Siblings: Siblings of students who are on a sports team may not attend practice or games unsupervised. Arrangements must be made, for siblings of our student/athletes, to be picked up or otherwise transported from school on days where the student/athlete has practice or a game.

- School Property: Student/Athletes are not permitted to leave school grounds after school hours for any reason while they are supposed to be with their team. Students may not leave the building to get refreshments (ex. trips to Wawa) prior to their game or practice. On days where student/athletes have a game or practice, it is advised that they should come to school with non-perishable snacks and drinks that they can take with them rather than leaving the building for purchase.

-Attending Sporting Events: Students who would like to attend sporting events at Northwood are most definitely encouraged, however, in order to attend these after school events, students are required to have direct parental supervision in order to maintain a safe and efficient environment for all, both spectators and participants alike. Parents are permitted to take responsibility for one other student in addition to their own child/children.

-Note to Spectators: The following are fundamentals of good sportsmanship in all activities that our school urges fans, spectators, participants, staff members, and parents to follow: 1.) Gain an understanding and appreciation for the rules of the game, 2.) Exercise positive behavior at all times. 3.) Exhibit respect for the opponents and officials at all times, 4.) Openly display pride in your actions at every opportunity, remember you are representing and are an extension of Northwood and the Northwood community. Spectators who violate the terms of this agreement subject their student-athlete that they support to removal from the program.

Nick Bilski	Pamela Friedman	Kristie Dugan	Amy Hollister
Athletic Director	Director of Student Services	Director of Operations	CEO

**Northwood Academy Charter School Athletics Handbook
Uniform Release Form**

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UNIFORM RELEASE FORM

Dear Student Athlete Parent:

We are happy to supply uniforms for the current sports season. However, because they are school property, we want to make sure the uniforms are properly cared for and returned within one week of the final game of the season/. Before we distribute uniforms, please be aware you and your child will be responsible if any part of the uniform is not returned or is in disrepair (ie: ripped or stained) at the end of the season.

This year we are instituting a refundable deposit policy for uniforms. Each student on the team will be required to give a \$20 cash deposit prior to receiving their uniform. This deposit will be returned to each athlete once the uniform is returned at the end of the season.

If you have any questions, please feel free to contact either of the undersigned.

Thank you,

Pamela Friedman

Nick Bilski

Director of Student Services

Athletic Director

We understand that my student athlete is responsible for the care and return of his/her uniform. If it is not returned in reasonable condition (clean, not ripped, or stained), we will be responsible for the replacement cost of the uniform.

Please return the signed portion with the \$20 cash deposit. Thank you.

Sport your athlete is playing: _____

Player's Name (Please print): _____

Player's Signature: _____

Parent's Name (Please print): _____

Parent's Signature: _____

Today's Date: _____

Appendix

**Northwood Academy Charter School Registration Form for Athletics:
Please complete the information below prior to participation in each sport season:**

Sports Team: _____ Grade: _____
Athlete's Name: _____ Telephone #: _____
Address: Street: _____ City/State: _____
Zip Code: _____ Medical Conditions: _____
Medications Being Used: _____
Allergies: _____
Date of Last Tetanus Shot: _____ Insurance Company: _____
Identification #: _____ Group #: _____
Family Physician: _____ Phone #: _____
Please provide a copy of insurance card – front and back.

- In case of accident or emergency, please contact:
Name: _____ Relationship: _____
Telephone: (H) _____ (W) _____
(C) _____ Alternate Emergency Contact: _____
Relationship: _____ Telephone: (H) _____
(W) _____ (C) _____

I authorize the treatment of my son/daughter by a qualified and licensed medical physician or athletic trainer in the event of a medical emergency, which in the opinion of the attending professional may endanger his/her life, cause disfigurement, physical impairment, or undue discomfort if delayed. This authority is granted only after a reasonable effort has been made to reach me.

Parent/Guardian Signature: _____ Date: _____

Northwood Charter School Student Athlete Contract

You have been chosen through your hard work and dedication, to become a member of the Northwood Academy Charter School Athletic Program. You must realize that this is a privilege and certain expectations are required to remain a member throughout the entire season. When we practice, play at home, or at other schools, we are representing not only ourselves, but also our entire school community. This includes classmates, faculty, staff, families, friends, and members of our community. The manner in which we conduct ourselves both on and off the field is a direct reflection of our Northwood community.

Below is a list of guidelines and consequences, for not meeting those criteria, that will be expected from each of you. The coaches and athletic director at Northwood will hold each of you accountable for your actions. If at any time before, during, or after the season, you have a question or concern, please feel free to contact your coach or athletic director. These guidelines were created as an extension of our school policies, as stated in the Parent/Student Handbook and the Student/Athlete Handbook, which have already been put into place.

Rules and Guidelines:

1. Students must maintain passing grades in all of his or her classes. If a student's grade falls below passing (70%) during a mid-trimester progress report or the end of the trimester report card, then he or she will be put on academic probation or may be removed from the team. Academics come first.
2. Students must attend all classes, practices, and games on time. Unexcused absences can and will result in suspension from athletic contests and/or removal from a team.
3. Students must maintain good behavior at all times. Detentions, suspensions, or any other form of discipline received within our school community can and will directly affect membership on a team.
4. Students are to be picked up immediately following all practices and games. If a student is to ride home with another parent or guardian, then a signed note is required. Students consistently picked up late from practices and/or games will result in a removal from the team.

As stated earlier, if there are any questions or concerns about the rules and guidelines stated above, please feel free to contact one of your coaches or the athletic director.

Northwood Academy Charter School
Parent/Guardian Code of Conduct Form

The goal of the Northwood Academy Athletic Program is to help student-athletes grow athletically, academically, emotionally, physically, and socially. Our coaches and athletic director will encourage and support broad participation from as many boys and girls as possible, whose teams will compete on an equitable basis with other schools without sacrificing sportsmanship and the general welfare of the school and student.

PARENT CODE OF CONDUCT

As a parent/guardian of a student-athlete involved on a Northwood sponsored team, I understand the mission and philosophy of the Northwood School and Athletic Program and therefore agree:

1. I will remember that the children participate for fun.
2. I will inform the coach, athletic director, and athletic trainer of any physical disability or ailment that may affect the safety of my child or the safety of others.
3. I will learn the rules of the game and the policies of the leagues.
4. I, and my guests, will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and demonstrating positive support for all players, coaches, officials, and spectators at every game, practice, or other sporting event.
5. I, and my guests, will not engage in any unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting, refusing to shake hands, or using profane language.
6. I will not encourage any behaviors or practices that would endanger the health and well-being of the student/athletes.
7. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
8. I will demand that my child treat other players, coaches, officials, and spectators with respect regardless of race, creed, color, sex or ability.
9. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
10. I will promote the emotional and physical well-being of the student-athletes ahead of any personal desire I may have for my child to win.
11. I will respect officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.

12. I will demand a sports environment for my child that is free from drugs, alcohol, and tobacco and I will refrain from their use at all sporting events.

13. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team. I also agree that if I fail to abide by aforementioned rules and guidelines, I will subject to disciplinary action that could include, but is not limited to the following:

- a. Verbal warning by the official, coach, athletic director, administrator
- b. Written warning
- c. Parental game suspension with written documentation of incident kept on file
- d. Game forfeit through the official or coach
- e. Parental or player season suspension

**Northwood Academy Charter School
Physical Examination Form**

All student athletes are required to have a completed physical prior to their first game of each sport season.

The PIAA Comprehensive Initial Pre-Participation Physical Evaluation form can be located on the schools website under the Athletics Tab on the Home Page.

<http://www.northwoodcs.org/athletics1.html>

This form must be filled out by your personal physician/doctor and returned to the school nurse before the start of your student athletes sports season

Sports physicals are acceptable for one year. If a physical was conducted over a year time period it is considered expired at which point a new physician/doctor conducted physical is required.

If a student-athlete has failed to turn in a completed physical form they will be not be permitted to participate in any school related sports program until this is accomplished.

We highly recommend that any student who is looking to play a Fall sport for the first time (Flag Football, Soccer, Cross Country), have their physicals scheduled and completed during the summer before the Fall Sports season.