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Participation Fee:

The Athletic Dept. at ACE does charge a participation fee to cover not only maintenance costs for field and gymnasium upkeep, but also to pay our Coaches a small stipend for each sport in which they participate. As we receive no budgetary funds for these areas, our Athletic Committee decided that in order to begin and maintain our programs, this fee was mandated.

The fee runs 200 dollars per athlete per season. The fee will in some cases cover the cost of uniforms and in some cases it will not. Parents with three or more children participating in a seasonal athletic event will only pay for 2 of their children meaning that the total cost to have their entire family participate in middle school and upper level athletics would not exceed 400 dollars per season. As an example, we will have fall, winter and spring sports available at ACE. If a family has three or more children participate in each season of athletics, their total cost over the course of the three seasons would not exceed 1200 dollars for the entire school year. The third, fourth, fifth, etc. children participating would be free for that season.

ACE Parent & Student-Athlete Athletic Handbook

Parents and student-athletes are expected to review the contents of this Athletic Handbook.

Mission

The mission of the ACE Athletic Department is to provide athletic programs that help develop the student-athlete through education and competition. The athletic programs will teach an attitude of discipline, sportsmanship, and integrity. We will provide a competitive athletic program which complements and supports our challenging academic program by teaching student-athletes perseverance, leadership, and teamwork.

ACE Athletic Philosophy

The purpose of the ACE athletic program is to promote the education and development of students through athletic participation. Our school system is committed to high standards and the principles of athletics serve as an essential part of the total educational program offered by the Academy for Classical Education. Numerous studies have been cited showing the benefit of extracurricular activities including athletics to the well-being and well roundedness of children.

ACE athletic programs will provide an experience that fosters an emotional, physical, and intellectual foundation for growth and well-being. Student-athletes will demonstrate compassion, responsibility, and dedication to their team and teammates as they act with integrity, honor, and an understanding of their role in the school and community. Spirit, loyalty, confidence, self-esteem and enjoyment of the sport are visible components of a positive experience.

The ACE Athletic Department is committed to providing opportunities that enhance the experiences of student-athletes in their specific sports. The department believes that participation in athletics produces lessons that will be used in life as well as in competition. Interscholastic athletics promote an awareness of the positive impact of hard work, the value of developing measurable skills, the importance of attention to detail, and the ability to persevere through adversity.

ACE Athletics strives for excellence in all that it does. Athletic teams are a reflection of the overall quality of the school system, and a commitment to excellence is expected at all levels of the athletic program. Our student-athletes will be motivated toward success in the classroom as well as in their chosen sports. ACE strives to build competitive athletic programs that act as an enduring source of pride for the student body, student-athlete, alumni, and members of the Bibb County community.

ATHLETIC DEPARTMENT CORE VALUES

1. Encouragement
2. Trust
3. Teamwork
4. Enthusiasm
5. Integrity

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Coaches

Our coaches are the most significant components of the athletic program. They are both teachers and active participants at the same time. They are granted the responsibility to model proper behaviors and attitudes at all times. Children learn from adults.

Our coaches take seriously the opportunity they have to mold young lives and to shape the future of our community. Our coaches have been instructed to respect your children. We ask the same from our parents and the athletes who train under our coaching staff. Parents should refrain from disparaging or derogatory remarks aimed at coaches or coaching styles. Long time coaches realize that coaches coach, players play, and parents support the process. Our coaches give generously of themselves and their financial incentives are minimal. They spend countless hours away from their families to ensure that ACE children have an opportunity to compete in athletics. This fact **MUST BE RESPECTED**. Coaches are required to be open and courteous with parents and to communicate vital information in a timely manner.

Parents

Parents of student athletes have a responsibility to both their child and to the team. Without strong parental support, the student athlete will not be able to achieve their greatest potential and the team may suffer. It is important that parents provide positive reinforcement and understand their role as being part of the team. Parents, as well as players, should be supportive and encourage coaches and teammates at all times. Please understand that we completely respect the authority of our parents; however, we will at no time, tolerate a parent berating a coach or a player (even if the player is their own child) in a public venue. A public venue is considered to be the practice field as well as the playing field.

Student-Athletes

Our student-athletes should be diligent in preparation, give 100% at all times, demonstrate personal discipline, be respectful in all situations, maintain self-control, show humility, and aggressively pursue excellence regardless of the score, opponent, time, referee, or situation. The ultimate and final responsibility rests upon the shoulders of the student-athlete, for it is the student-athlete who is accountable to their parents, coach, and the team.

SPORTS OFFERINGS 2017-18

FALL	WINTER	SPRING
C Team/J.V. Boys/Girls C.C	Cheerleading	C-Team/J.V. Boys/Girls Soccer
C Team Softball/ J.V. Softball	C Team/J.V. Boys/Girls Basketball	C Team/J.V. Baseball
C Team/J.V. Football	C Team/J.V. Boys/Girls Swimming	J.V. Boys/Girls Tennis
1 st -6 th grade Football		C Team/J.V. Boys & Girls Golf
Cheerleading		C Team/J.V. Boys/Girls Track

Athletic Awards Banquet

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- Coaches are responsible for conducting the athletic awards banquet in their sport.
- Coaches are responsible for ordering awards, planning, and conducting the banquet.
- Booster Clubs are asked to sponsor banquets for their particular sport.
- Coaches are responsible for inviting the local media, administrators, school board members, support personnel, etc.
- Coaches should inform the Principal of banquet dates and times so as not to conflict with prescheduled events. Athletic awards such as certificates, pins, etc. can be picked up as directed from the Principal/Athletic Dir.
- Athletes attending awards banquets should be dressed neatly. Dress pants, shirt and tie for the young men and dress pants and blouse, a skirt and blouse or dress for the girls.
- Middle school athletes will not be given letters. They will be given certificates of participation.

Booster Clubs

- A Booster Club is a support organization and should not be involved in the policies and procedures of the school or athletic department.
- The formation of booster clubs must be approved by the Principal and each booster club must secure tax exempt status through a 501C3.
- Booster clubs must set up their own bank accounts, independent of the school.
- Booster clubs must keep detailed records of accounting activity for auditing needs.
- Booster clubs should submit annual budgetary reports to the school.
- The Head Coach is required to attend all booster club meetings. If the Head Coach is unable to attend, then an assistant coach must be assigned to attend meetings.
- In order to obtain booster club funding, Head coaches should submit a “wish list” to their particular booster club and ask for items to be purchased on their programs behalf.
- Fundraising activities MUST be approved, through formal request, by front office administration.

Cancellations

- It is necessary at times to cancel games and practices at the last minute due to inclement weather. Make up dates may be attempted but are not guaranteed.
- Head Coaches should notify the Principal/A.D. of any potential cancellations.
- If it is a home contest, the Principal/AD and Head Coach will make the cancellation call.
- If it is an away event, the opponent school’s Athletic Director, Coach or Principal will make the cancellation call. As soon as there is a cancellation, student-athletes should be updated.
- The cancellation should be reported to and announced in a timely manner by the school office.
- Parents should review the ACE team website for their particular sport to check for cancellations.

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- Parents **should not** make calls to the front office asking about cancellations unless no information has been posted on the team website.

Inclement Weather

- Lightning and Severe Storms. The Principal/AD in consultation with the Head Coach will make decisions based on the GHSA guidelines for student-athlete safety.

Community Coaches

- Community Coaches may be used with approval from the Principal.
- Community Coaches must:
 - Not serve as head coach at the Varsity level
 - Take and pass all GHSA classes and tests before coaching at the Varsity level.
 - Be approved by the Principal prior to becoming a representative of ACE.
 - Have certified personnel with them at all activities and events.
 - Abide by all Bibb County School District and ACE policies.

Completing a Season / Dismissal

- Any athlete who drops out or quits a sport without the approval of the coach and Principal may not compete in another sport until the end of the season of the sport from which they quit.
- Dismissed Players:
 - An athlete who is dismissed from a program may return to that sport with the approval of the coach. The coach must report the dismissal to the Principal of ACE.
 - An athlete who is dismissed for breaking rules will be allowed to try out for another school team after the season is over, unless otherwise stated by the Principal.
 - Dismissal from two sports in one year requires that a student-athlete meet with the coach from the dismissed team to get approval to try out the following year. The Principal must also meet with the student-athlete and approve their return to the athletic program the following year.
 - Only the Head coach/AD may dismiss a player.

Discipline Policy and Procedures

It is a privilege to represent our school by participating in athletics. This is a tremendous responsibility, one that our parents and student-athletes should recognize at all times. All student-athletes shall adhere to the Code of Conduct as detailed in the Athletic Handbook. Any violation or misconduct shall be subject to disciplinary action.

Code of Conduct

The administrators at ACE and coaches of student activities believe that students who are selected for the privilege of membership with athletic and extracurricular groups should conduct themselves as responsible representatives of ACE and the Bibb Co. community. Students who fail to abide by the Code of Conduct are subject to disciplinary action. As representatives of ACE and the Bibb Co. School

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system, students are expected to exhibit appropriate behavior during the season or out of season, in uniform or out of uniform, on campus or off campus.

- Student-athletes must meet the academic eligibility requirements of the GHSA as well as ACE to participate.
- Student-athletes must abide by all school policies and regulations.
- A student-athlete who has out-of-school suspension will be suspended from being present at any practice or game for the duration of the out-of-school suspension.
- Possession of tobacco, alcohol, non-prescribed controlled substance, or paraphernalia will not be tolerated. The violator will be subject to disciplinary action.
- Student-athletes must be in attendance for half of the school day to practice or play.
- A student-athlete who quits a sport/activity or is dismissed from a team will not be allowed to participate in another sport/activity until the previous season is completed.
- Students who engage in any aggressive behavior before, during or after a game will be at the minimum, suspended from playing the next game as well as possibly suspended from school. Aggressive behavior is defined as shoving a player after play has halted, cursing, spitting, slapping or fighting during or after a game.
- Student-athletes are required to return equipment and uniforms issued by the school. Failure to do so will result in financial restitution.
- Student-athletes are under the jurisdiction of ACE, the GHSA, and The State of Georgia's standards, rules, policies, and procedures.
- ***Student-athletes and parents*** are expected to show sportsmanship at all times and positively represent ACE and the Bibb County School system and community at large. Failure by either party to adhere to this policy will constitute possible dismissal from the team.
- ***Coaches have the ability to establish additional rules for the sport they coach. All student-athletes are expected to follow these rules and guidelines.***

Dress Code

- School: Athletes must follow the dress code as described in the ACE student handbook.
- Athletic Event: When a uniform is provided by the Athletic Department, the athlete must wear that uniform during participation in the event. The Head Coach may further specify what constitutes appropriate dress.
- Student Athletes who travel to a game on the varsity level will be given specific instructions for dress when traveling.

Eligibility

- ACE athletic programs follow eligibility requirements established by the GHSA and described in the GHSA Constitution and By-Laws.
(<http://www.ghsa.net/ghsa-constitution-and-laws>)
- The Head Coach and parents should monitor the grades of their players during the season and establish ways to help the student succeed academically.
- Students should not use the excuse of "homework" or an upcoming "test" to miss a practice or game. Student athletes should plan accordingly to have homework assignments and tests completed on time without missing practices or games which could disrupt the cohesiveness

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of the entire team.

- No student is allowed to be a manager in any sport unless they meet eligibility requirements
- A student must be academically eligible to participate, practice, or try-out for an athletic team.
- A student is required to pass classes that carry at least 2.5 Carnegie Units counting toward graduation the semester immediately preceding participation.
- Students must **accumulate Carnegie units towards** graduation according to the following criteria:
 - **First-year students** (entering 9th grade) are eligible academically. Second semester **first-year students** must have **passed courses carrying at least 2.5 Carnegie units** the previous semester in order to participate.
 - **Second-year students** must have **accumulated five (5) total Carnegie units** in the first year, **AND passed courses carrying at least 2.5 Carnegie units** in the previous semester.
 - **Third-year students** must have **accumulated eleven (11) Carnegie units** in the first and second years, **AND passed courses carrying at least 2.5 Carnegie units** in the previous semester.
 - **Fourth-year students** must have **accumulated seventeen (17) Carnegie units** in the first three years, **AND passed courses carrying at least 2.5 Carnegie units** in the previous semester.
- Students gain or lose eligibility on the first day of the subsequent semester. The first day of the Fall semester shall be interpreted as the first date of practice for the first sport.
- Students who successfully complete summer school to maintain eligibility become eligible the last day of summer school.
- A maximum of two (2) Carnegie unit credits earned in summer school may be counted for eligibility purposes.
- Students participating in junior varsity or "B" team competition must meet all scholastic requirements.
- Parents must remember that participating in a JV or Varsity level sport is serious work. If a student is not able to balance school and sports, they should not try out for that sport.

Equipment

- Uniform Collection (if stipulated) – We will use the following guidelines when a student is delinquent in returning their equipment and uniform:
 - Contact and remind the student at school and document when the notification took place.
 - Contact parent/guardian for assistance.
 - Withhold athletic letter and awards.
 - Notify parent/guardian by letter/email.
 - Add the student's name to obligation list at the end of the school year. Everything must be returned in good condition or paid for at replacement value.

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- If a student is required to purchase a uniform or equipment and it is ordered, the student cannot participate until the money is paid.

Fundraising

- All fundraising projects must be detailed and submitted through proper paperwork to the administrative office.
- The fundraising project must be approved BEFORE the team is allowed to begin the fundraiser.

Grievance Procedures

- No grievance between a coach and a parent should be discussed after a contest or practice.
- If a grievance occurs:
 - A meeting shall be requested by the parent with the Head Coach.
 - Parents should call the Head Coach to set up an appointment.
 - If the coach cannot be reached, call the Athletic Director. A meeting will be set up.
 - **If there was not a satisfactory resolution during the meeting with the Head Coach, parents should call and set up an appointment with the Athletic Director to discuss the situation.**
 - If a resolution is not reached with the A.D., the Principal should be contacted for an appointment and a final decision.
- Appropriate concerns to discuss with coaches:
 - The treatment of a student-athlete mentally and physically.
 - Ways to help a student-athlete improve.
 - Concerns about a student-athlete's behavior.
- Issues not appropriate to discuss with coaches:
 - Playing time.
 - Team strategy.
 - Play calling.
 - Other student-athletes.

Guidelines for Discipline of Student-Athletes

- Coaches need to provide student-athletes and their parents with thorough information concerning team rules, expectations, and consequences. This information should be reviewed during the team's orientation meeting.
- Coaches should handle all team discipline unless the situation warrants the involvement of the ACE Athletic Director or Principal.
- A student-athlete should not be allowed to dispense punishment to another student-athlete.
- Discipline for a student athlete can include but may not be limited to, extra time in practice, reduced game minutes and even dismissal from the team.

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Hazing

Hazing in any form is neither tolerated nor consistent with any educational or athletic goal within ACE. Hazing refers to any activity expected of someone joining an athletic team that humiliates, degrades, or risks emotional and/or physical harm, regardless of the person's willingness to participate.

Any activity that causes or requires the student to perform a task that involves violation of state or federal law or ACE/Bibb Co. policies or regulations is considered hazing. Hazing in any form will not be tolerated and will result in disciplinary actions. There may be other disciplinary consequences as well administered by the A.D., and School Principal.

Injuries

- Any injury that might require certified medical attention should be reported to the Principal and or required medical personnel. Liability requires that we have a written account of any serious accident
- An injury report should be filed the same day the injury occurs if possible. The report should be completed and turned in to the Athletic Director.
- Immediate assistance can be found with Dr. Greg Lee of Ortho Ga. Dr. Lee has stated he will make ACE athletic injuries a priority and will see ACE students immediately if possible. Please contact your Coach or the ACE Athletic Dir. to obtain immediate assistance from Dr. Lee.

Insurance

- All ACE athletes should be covered by their parent or guardian with an insurance policy.

Varsity Letter Jacket Policy

- An athlete earns a Varsity letter by participating in 40% or more of available playing time of a particular sport.
- The student-athlete must pay the cost if a jacket/letter is desired. The cost will be determined. ACE will use NEFF Company as their letter jacket designer and manufacturer.

ACE Logo and Colors

Gryphon/Royal Blue or Navy, Emerald, Gold.

Practice Policies

Off-Season/In Season Practice Policies –*Off-Season practice times are strictly monitored by the GHSA. Coaches will be fully informed as to what constitutes acceptable and non-acceptable off-season times, number of players involved and compliant practice facilities.*

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When a student athlete makes a commitment to participate in a team sport, they are making a commitment to the team to be at their peak performance at all times during the season. The student athlete is also facing the challenge of maintaining their academics at the highest level possible. Athletes who represent ACE should note that academics are the first priority. Prior to a scheduled season, and after discussion with a parent or guardian, if the athlete feels that the stresses of a fulltime athletic season will infringe too much upon academic progress, the athlete should consider school as the top priority. The athlete should note that missed practices for studying, working on projects, etc. should not become a habit. Student-Athletes are expected to be at practice, on time, in order to fulfill their obligation to the team and coaches.

During practices, parents should be as unobtrusive as possible. Calling out from the stands to players or coaches along with wandering onto the field or gym floor are unacceptable. Too often, players look for parental approval for reassurance during training when they should in fact be looking to their coaches or teammates. For this reason, a consistent presence by parents at practices is frowned upon.

Specialization – Specialization by student-athletes should be discouraged by all coaches and parents. Coaches and parents should work together to encourage students to participate in as many sports as appropriate. Any resemblance of “harassment” of a student-athlete to participate in one sport above another is forbidden.

Cross-Over Athletes—On rare occasions, schools may encounter an athlete who has the ability to help “two” in season sports at one time. The Head Coaches of both sports should discuss this possibility and come to an agreement on when and how an athlete can help another in season program.

Off-Season Development

- All student-athletes are encouraged to participate in a strength and conditioning program throughout the year.
- At any given point in time, only one coach in a sport may work with up to two athletes in out of season skill-building drills. This is standard GHSA policy and must be adhered to.
- Student-athletes should be encouraged to participate in multiple sports.

Physical Exams

- Every student-athlete who participates in athletics is required to have an annual physical exam.
- Physicals will need to be supplied by the parent or guardian from a physician of the parents choosing.
- Per GHSA policy, no athlete may participate in tryouts, practices, or games without a current (within the calendar year) physical. The ending physical date must carry the athlete through the end of the season of play and must be submitted on the approved GHSA physical form.

In Season/Out of Season Policies

- For each Varsity sport, the beginning and ending dates are prescribed by the GHSA. All ACE Athletic participants will abide by these regulations.

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- Practice during the school week will not begin before students are released at the end of the school day.
- During teacher work days, practice will be held after school hours. Permission from the principal must be received to change times.
- Practice involving alumni, intramural, outside teams, or outside the season designated by the GHSA is illegal.
- At any given point in time, only one coach in a sport may work with up to two athletes in skill-building drills.

School Attendance

- A student-athlete must be counted present at school to practice or participate in athletics on any school day. If a student-athlete misses more than a half day of school, they cannot participate in athletics that day.
- Under special circumstances, the student-athlete may appeal to the Principal through the Head Coach for permission to participate in athletics.

Sports Performance

- All student-athletes should be encouraged to participate in strength and conditioning activities. A proper program helps with athletic development as well as injury prevention.
- Strength and conditioning is vital to our athletic goals and achievements.

Sport Transitions

- Coaches should support student-athlete participation in other sports.
- Any student-athlete who drops out or quits a sport without the approval of the coach and Athletic Director may not compete in another sport until the end of the season of the sport from which they quit.
- Coaches should also consider the student-athlete participating in multiple sports. A short break (two to three days) is reasonable between two seasons.

Teaching

Each coach is a teacher first. That obligation is to the administration and the instructional program of the school. Coaches must meet certification expectations, attend faculty meetings and planning sessions.

Transportation

- The Head Coach of each sport must advise parents as to the athletic venue for transportation of ACE student athletes. Bus transportation will not be provided by ACE, therefore parents or guardians will be required to transport the athlete to scheduled events.
- All student-athletes must travel to and from athletic contests with their parents or guardians. No athlete should be allowed to drive or ride with others without permission.

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- If parents give the coach a written permission slip and speak to the coach directly before or after the contest, the student can be given permission to ride to a contest or home following a contest with a teammates parent.
- Student-athletes as a general rule, should only ride home from athletic contests with their parent/guardian.

Tryouts

- A student-athlete must be enrolled in the school system to try out.
- C Team athletes who transfers in to ACE after the beginning of the sports season will be allowed to tryout. A child will not be penalized at this level for the transfer.
- High School athletes (9-12) who transfer in after the beginning of the school year are bound by GHSA stipulations regarding eligibility.
- A student-athlete will not be allowed to tryout and will not be given a make-up date while suspended from school.
- A student-athlete must be eligible during the semester of tryouts.
- A current physical must be on file for an athlete to be eligible to tryout.

In Closing

- **Parents and student-athletes should understand that they are representatives of ACE. The ramifications of this fact and the responsibilities that go with it are tremendous. It should be understood that as a representative of ACE, both parents and student athletes should act accordingly. Profane language, poor sportsmanship, lack of effort and conduct which is detrimental to the spirit and image of ACE will not be tolerated. Our mission is quite simple and that is to represent the ACE campus, faculty, student body and parents of our children with class and dignity. Thank you for your participation in the ACE athletic program.**

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