



# Athletic Handbook



# INTRODUCTION

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The purpose of the Mintz Christian Academy (MCA) athletic handbook is to promote a full understanding of the athletic department's vision, mission, guidelines, procedures and policies. The athletic handbook is also a guide to describe the governance of the athletic programs of MCA. This handbook will be reviewed and revised annually by the Principal and Athletic Director.

Participation in athletics at Mintz Christian Academy is contingent upon parents and students completing and filing the following forms with the school office.

- Up to date Medical Exam (within the last calendar year)
- Extra-curricular participation
- Parent and student pledge

Committing to a sports team or extra-curricular activity is a major contribution to the well-rounded development of our students. Students in grades 6 through 8 are eligible to participate in one sport during each of the three seasons. Mintz will offer the following sports:

FALL	WINTER	SPRING
Girls Volleyball	Girls Basketball	Girls Softball
Boys Soccer	Boys Basketball	Boys Baseball
Cross Country		Golf

# ADMINISTRATION

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## **MCA Principal**

## **MCA Athletic Director**

## **MCA Coaches**

Mintz Christian Academy coaches report directly to the Athletic Director. Coaches are charged with the responsibility of teaching Christ- likeness, leadership, fundamentals, tactics, philosophies and strategy. Coaches are to oversee all players and volunteers within their program. Volunteers are to adhere to the system put in place by the coach. Any questions or concerns should be taken through the chain of command listed above. In order to promote communications and less misunderstanding, please do not bypass any person within the chain.

# VISION AND MISSION

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The athletic program is a ministry of Mintz Christian Academy. Our coaches, student-athletes, volunteers and parents must demonstrate and reflect MCA's philosophy of Kingdom Education in all that we do. Our Christian witness should be evident in our athletic program through coaches, student-athletes, volunteers and parents. It is our desire to compete at the highest level possible that promotes the following core values:

accountability	achievement	communication	conviction
cooperation	courtesy	discipline	determination
devotion	duty	excellence	fairness
generosity	gratitude	honesty	honor
integrity	knowledge	leadership	loyalty
merit	patriotism	perseverance	punctuality
reliability	respect	responsibility	service
skill	teamwork	tolerance	trust

Athletics offer a tremendous opportunity to teach our student-athletes to handle success and cope with failure, test their capabilities and determine limits, and moreover, challenge them to overcome those limits and failures. There are many objectives to be accomplished within the MCA athletic department.

Some of those include:

- Glorify God
- Demonstrate the character qualities of Jesus Christ
- Ambassador for Jesus Christ
- Learn and master the core values for His glory
- Win with humbleness and lose with integrity

# AFFILIATION

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Mintz Christian Academy is classified as a Christian private school and is a member of the Carolinas Christian School Athletic Conference. There are seven member teams:

Antioch Christian, Lumberton NC    Columbus Christian, Whiteville, NC    Grace Christian, Loris, SC  
Liberty Christian, Fayetteville, NC    Scotland Christian, Laurinburg, NC    Temple Christian, Rockingham, NC

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# STUDENT-ATHLETE GUIDELINES

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## *ELIGIBILITY REQUIREMENTS*

Student-athletes at MCA are subject to the guidelines written within the Athletic Handbook.

1. Middle School/ JV participation is contingent upon being enrolled in grades 6 and above in some sports.
2. Varsity participation is contingent upon being enrolled in grades 6 and above.
3. Players will not receive financial aid for athletic participation.
4. Each player must be a full time student.
5. Home school students may petition the Athletic Director for permission to join teams.
6. Proper forms must be on file in the school office.

In addition, Mintz Christian Academy maintains the following academic eligibility requirements:

1. Student report cards must reflect a “C” average.
2. A report card grade of an “F” removes the player’s competition eligibility immediately. Student-athletes will be allowed to practice with the team if the parent, coach and principal agree.
3. A progress report can restore competition eligibility.
4. Playing status may be restored at any time during the grading period with the approval of the parent, coach and principal.

## *CONDUCT*

Student-athletes are a representation to the public and other schools, and they are looked up to by other students. The MCA Athletic program expects all student-athletes to demonstrate exemplary behavior, intentions and decision making. All student-athletes should portray and live the example of Christ-likeness. Student-athletes are a direct reflection of God, individual families and Mintz Christian Academy.

Any ejection of a player by a game official will be immediately addressed by the Principal. An ejection will result in a two game suspension that will be served in the next two contests after the ejection. If a second ejection occurs, the Principal will remove the player from the team for the remainder of the season. The player may play during the next sports season. Ejections are cumulative from sport to sport. Any player that is ejected three times in the same academic school year will be disqualified from participating in any sport at Mintz Christian Academy for one calendar year from the date of the third ejection.

### **Student-athletes should:**

Encourage teammates and coaches

Make the MCA team your top sport priority

Engage in maximum effort

Show respect

Be obedient

Trust teammates and coaches

Speak positively

Be on time

Refrain from making excuses

Never question a call

# QUITTING ATHLETIC TEAM

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Commitment is a paramount quality for all student-athletes to learn and make part of their character. Once a player has become a member of a MCA athletic team, they will be accountable for their commitment to the team, teammates, coaches and MCA. Quitting an athletic team is in violation of commitment that we want each of you to display. Character is built upon positive and negatives and the ability to balance them and persevere. Any player that quits a MCA team will not be allowed to participate in any other sport during the current or immediate following season. After considering the facts and consequences the student-athlete and parent should request a meeting with the Athletic Director to explain their decision to leave the team.

## *TEAM TRY OUTS*

- Any MCA student that meets the age, grade and eligibility requirements may try out.
- All decisions of the coaching staff are to be adhered to.
- Cuts to teams may be necessary. However, we will make every effort possible to include as many athletes on our teams as possible.
- Prospective players must meet the guidelines of the coach for all tryouts.
- Special circumstances may be necessary and should be approved by the coach and Principal.
- Official dates for tryouts will be determined by the coach. The following is a **general outline of possibilities:**

Fall Sports- August 16

Winter Sports –November 5

Spring Sports – Feb 25

## *ATHLETE AND UNIFORM DRESS CODE*

All athletes will adhere to rules of the dress code within the student handbook of MCA. Modesty is paramount and will be enforced by the team's coach and Athletic Director. The athlete dress code is not limited to game competition but also includes practices; travel to and from games and pre/post game activities. A more specific dress code for athletes will be posted at a later date.

## FINANCIAL POLICIES

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Student-athletes are responsible for returning all equipment and uniforms in a comparable condition to when they were issued by the coach. If the uniform or equipment is not returned in a comparable condition, lost or damaged, parents will be billed for the replacement costs.

Some game trips will require the teams to stop and buy dinner on the return trip to Mintz. This money should be provided by the family on these occasions. An attempt to notify parents during team announcements prior to games will be made by each team's coach for the games that will require the team to stop for something to eat.

## GENERAL POLICIES AND PROCEDURES

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### *INSURANCE AND ATHLETIC PHYSICALS*

No student may begin workouts, practice or competition without obtaining an updated physical (must extend through the sports season) and adequate insurance coverage that is to be provided by the individual family. Mintz Christian Academy provides Student Accident Insurance that is secondary coverage for any accidents that occur while participating in MCA activities.

### *PRACTICES AND ACADEMICS*

Most practices will last 90 minutes; therefore, student-athletes are responsible to complete school assignments during study hall or other opportunities for homework to be completed. It is imperative that MCA student-athletes place academics as a priority.

Mintz Christian Academy athletic activities must be first priority over any non-school sport. All athletes are expected to attend every practice and stay for the full practice unless prior arrangements have been made with the team's coach. Leaving practices early or missing practice for AAU, travel style sports is disruptive and not allowed unless the head coach gives special permission on a single event basis.

Other extra-curricular activities will be dealt with on a case by case basis. Every athlete has the responsibility of notifying the head coach of a MCA team of any outside obligations before the season begins. At this time an arrangement and concessions can be made for excusing or not excusing such activities. It is the goal of the athletic program to work with all other extra-curricular activities, finding balance while maintaining the integrity of commitment.

Unexcused absences will be dealt with on an individual basis by the coach of each team. The opportunity to participate on a MCA sports team is a privilege, not a right.

## PLAYING TIME

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Playing time will be earned and determined by the coaching staff of a particular sports team. The following are goals of Mintz Christian Academy athletic program:

- Coaches will provide quality instruction of Christ-likeness, fundamentals and strategies
- Development will be stressed beginning at the youngest grade level
- MCA teams will compete at the highest level possible during all game competitions
- Playing and serving one another as a team will be stressed

## *TRANSPORTATION*

Mintz Christian Academy will provide travel arrangements from school grounds to practice fields. However, parents will be needed to transport students to games. Athletes will need to be picked up from the MCA or the practice site immediately after practices and games.

Student-athletes are not allowed to ride home with any other students or student's family unless written permission, with a parental signature, or verbal permission has been given to the coach of the team.

## *CLASS ATTENDANCE*

A student-athlete must be present at school for half of the day in order to participate in an athletic contest unless permission is granted through the principal's office because of emergencies, appointments, and other circumstances that might be found excusable.

## *CANCELLATION OF PRACTICES AND GAMES*

If a practice or game has been cancelled, student-athletes will be allowed to notify their parents through the school office. Announcements concerning the status of athletic events and practices will be forwarded to the office.

If a practice session is cancelled, the coaches of the team are encouraged to spend time in devotion and/or team building activities. Athletes should not assume a game or practice will be cancelled based on the weather in the morning time. Student-athletes should be prepared academically at all times. This means making sure all homework and assignments are completed for every class and it is either turned in during the appointed class time or before leaving campus. Arrangements should be made by student-athletes to obtain all assignments missed due to leaving school early for games. Student-athletes should demonstrate responsibility toward their academics.

# IMPORTANT PHONE NUMBERS

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MCA Office		(910) 564-6221
Joy McDowell, Principal		(910) 261-7295
Dan Heinz, Athletic Director		(910) 596-1102
Coaches:		
Andrew Willhite	Soccer and Golf	
Dan Heinz	Girls Volleyball Coach	(910) 596-1102
Alex Matthews	Boys Soccer Coach	(910) 249-2814
Dan Heinz	Girls Basketball and Softball	(910) 596-1102
Joe Hedrick	Boys Basketball	
Johnny Marshburn	Assistant Coach	
Aaron Underwood	Baseball	

# FORMS ATTACHED

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MEDICAL FORM

EXTRA-CURRICULAR PARTICIPATION FORM

STUDENT / PARENT PLEDGE FORM





# MINTZ CHRISTIAN ACADEMY

2741 Mintz Road ♦ Roseboro, NC 28382 ♦ (910) 564-6221 Office ♦ [www.mcanc.com](http://www.mcanc.com)

## Athletic Participation / Parental Consent Physical Examination Form

For School Year \_\_\_\_\_

Male \_\_\_\_ Female \_\_\_\_

Athletic Participation Part I  
(to be completed and signed by student)

Name: \_\_\_\_\_  
(Last) (First) (Middle)

Home Address: \_\_\_\_\_

City/Zip Code: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

I have read the condensed individual eligibility rules of Mintz Christian Academy that appear below and believe I am eligible to represent Mintz in Athletics.

- Must have a minimum 2.5 cumulative grade point average for the quarter grading period to be eligible to participate in any extracurricular program at Mintz.
- If a student has a 2.5 grade point average, but has a failing grade (below 70) in one course, the Principal /Athletic Director will determine eligibility of that student.
- Must have submitted to the Principal/Athletic Director before any kind of participation, including tryouts or practice as a member of any school athletic team, a completed Athletic Participation/Parental Consent /Physical Examination Form.
- Eligibility to participate in athletics is a privilege you earn by meeting the above minimum standards
- If you have any questions regarding your eligibility or are in doubt about the effort an activity might have on your eligibility, check with your Principal for interpretation.

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

Date: \_\_\_\_\_

**A sports physical is required each school year.**

# MINTZ CHRISTIAN ACADEMY

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## Part II: Acknowledgement of Risk and Insurance Statement (To be completed and signed by parent/guardian)

I give permission for \_\_\_\_\_ to participate in any of sports or team sponsored by Mintz Christian Academy

I have reviewed the individual eligibility rules and I am aware that with the participation in sports comes the risk of injury to my child/ward. I understand that the degree of danger and the seriousness of the risk vary significantly from one sport to another with contact sports carrying the higher risk. I, hereby, waive and release any and all claims for damages, personal injury and death, loss of property or property damaged as a result of participation in sports. I am aware that participating in sports will involve travel with the team. I acknowledge and accept the risks inherent in the sport and with the travel involved.

I have provided Mintz Christian Academy with a copy of my insurance card.

Signature of parent/guardian \_\_\_\_\_  
Date \_\_\_\_\_



# MINTZ CHRISTIAN ACADEMY

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THIS MEDICAL EXAMINATION AND FORM MUST BE COMPLETED ANNUALLY AND BE ON FILE WITH ATHLETIC DIRECTOR OR OFFICE MANAGER PROR TO ANY ATHLETIC PRACTICE OR COMPETITION.

**Please print or type:**

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
(LAST) (FIRST) (Middle)

Date of Physical: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender: M F Race: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Cell \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Cell \_\_\_\_\_

Legal Guardian: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Cell \_\_\_\_\_

Alternate Emergency Contact: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Cell \_\_\_\_\_

Family Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Orthopedist: \_\_\_\_\_ Phone: \_\_\_\_\_

Insurance Company Name: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Medical Alerts: Are you allergic to any type of medications, List: \_\_\_\_\_

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Other allergic reactions, List: \_\_\_\_\_

Explain any other Medical conditions that may pose problems for you during participation in activities: \_\_\_\_\_

**Request for permission: We the undersigned student and the student's parent/legal guardian, apply for permission to participate in the following sports. Note: Strength training may be a required component for any sport.**

Please check which activities you are giving permission for your son or daughter to participate in:

( ) Volleyball ( ) Soccer ( ) Cross country ( ) Basketball ( ) Golf ( ) Baseball/Softball

**Insurance:** Mintz Christian Academy (MCA) furnishes a Student Insurance Policy that provides limited benefits for all students in the MCA system who participate in school sponsored and supervised interscholastic athletic activities.

The policy provides excess coverage for a student with other insurance coverage, but it pays only when other benefits have been exhausted. If your son or daughter should be injured while participating in a school sponsored or supervised interscholastic athletic event, the following procedure must be followed to process a claim under the insurance provided by MCA.

\*See a physician    \*Pick up a claim form from the MCA office                      \*Complete and submit the form and file it with the Insurance company within 60 days of the injury.

**STUDENT'S NAME:** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_

**MEDICAL HISTORY**

Students and parents: This health record is a critical element in the determination of a student's risk of injury in extra-curricular activities. Please take the time to read and circle the correct responses before seeing a physician for the athlete's physical examination.

1.	Has anyone in the student's family (grandparents, mother, father, brother, sister, aunt, uncle) died suddenly before age 50?	YES	NO	DON'T KNOW
2.	Has the student ever stopped exercising because of dizziness or passed out during exercise?	YES	NO	DON'T KNOW
3.	Does the student have asthma (wheezing), hay fever or coughing spells after exercise?	YES	NO	DON'T KNOW
4.	Has the student ever had a broken bone, had to wear a cast or had an injury to any joint?	YES	NO	DON'T KNOW
5.	Does the student have a history of concussion (being knocked out)?	YES	NO	DON'T KNOW
6.	Has the student ever suffered a heat-related illness (such as heat stroke or heat exhaustion)?	YES	NO	DON'T KNOW
7.	Does the student have a chronic illness or see a doctor regularly for any particular problem?	YES	NO	DON'T KNOW
8.	Does he student take any medications(s)?	YES	NO	DON'T KNOW
9.	Is the student allergic to any medication, foods, or bee stings?	YES	NO	DON'T KNOW
10.	Does the student have only one or any paired organs/ (eyes, kidneys, testicles, ovaries, etc.)	YES	NO	DON'T KNOW
11.	Has he student had an injury in the last year that caused him student to miss three or more consecutive days of practice or competition?	YES	NO	DON'T KNOW
12.	Has the student had surgery or been hospitalized in the past year?	YES	NO	DON'T KNOW
13.	Has the student missed more than five consecutive days of participation in usual activities because of an illness, or has the student had a medical illness diagnosed that has not been resolved in the past year?	YES	NO	DON'T KNOW
14.	Are you, the student, worried about any problem or condition at this time?	YES	NO	DON'T KNOW
15.	Does the student have diabetes?			
16.	Is there a family history of diabetes?			

**\*Please give details on any "YES" answer from the above health history.**

PHYSICAL EXAM – TO BE COMPLETED BY PHYSICIAN

Height \_\_\_\_\_ Weight \_\_\_\_\_ Percent body fat (optional) \_\_\_\_\_ Pulse \_\_\_\_\_ Blood Pressure \_\_\_\_\_  
 Vision R \_\_\_\_\_ / \_\_\_\_\_ uncorrected R \_\_\_\_\_ / \_\_\_\_\_ corrected L \_\_\_\_\_ / \_\_\_\_\_ uncorrected L \_\_\_\_\_ / \_\_\_\_\_ corrected

		NORMAL	ABNORMAL FINDINGS	INITIALS
1.	Eyes			
2.	Ears, Nose, Throat			
3.	Mouth & Teeth			
4.	Neck			
5.	Cardiovascular			
6.	Chest & Lungs			
7.	Abdomen			
8.	Skin			
9.	Genitalia-Hernia (male)			
10.	Musculoskeletal: ROM, strength, etc.			
	*Neck			
	*Spine			
	*Shoulders			
	*Arms/hands			
	*Hips			
	*Thighs			
	*Knees			
	*Ankles			
	*Feet			
11.	Neuromuscular			
12.	Diabetes- check Yes or No Appropriate answers If Yes, Insulin-Dependent Yes or No	Non-Insulin Dependent Yes or No		

Comments re: Abnormal Findings:

Please Print / Stamp	
Physician Name	
Street Address	
City, State, Zip code	
Telephone	

I certify that I have examined this student and found him/her medically qualified to participate in sports activities. I also certify that I am a licensed medical physician, physician's assistant, or family nurse practitioner in the United States. (Doctor of Chiropractic Medicine is not satisfactory)

Physician's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PARTICIPATION RESTRICTIONS:**

**Medical Authorization-** As the parent or legal custodian of this student, I grant permission for treatment deemed necessary for a condition arising during or affecting participation in sports, including medical or surgical treatments recommended by a medical doctor. I understand that every effort will be made to contact me prior to treatment. Also, permission is granted to release medical information to the school and athletic trainer or first responder.

**Risk of Injury-** We acknowledge and understand that there is a risk of injury involved in athletic participation. We understand that the student will be under the supervision and direction of a MCA coach. We agree to follow the rules of the sport and the instructions of the coach in order to reduce the risk of injury to the student and other athletes. However, we acknowledge and understand that neither the coach nor MCA can eliminate the risk of injury in sports. Injuries may and do occur. Injuries may and do occur. Injuries can be severe and in some cases may result in permanent disability or even death. We freely, knowingly, and willfully accept and assume the risk of injury that might occur from participation in athletics.

**We, the undersigned student and parent/legal guardian, certify that the information contained in this document is accurate and correct, and we agree to abide by all the eligibility rules and regulations.**

**Student:** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Signature – Printed Student Name**

**Parent:** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Signature – Printed Parent Name**

**Legal Guardian:** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Signature – Printed Legal Guardian Name**

## STUDENT PLEDGE

Please read, initial each item, sign and return.

1. I pledge, in my words and actions to encourage my teammates and coaches. \_\_\_\_\_
2. I will make my MCA team one of my top priorities and will not miss practices or games because of other extra-curricular activities. \_\_\_\_\_
3. I will use maximum effort, learn new skills, and bounce back from mistakes. I will work every day to by best ability in order to grow as an athlete and a person and to help my team improve. \_\_\_\_\_
4. I will show respect to opposing athletes, opposing Fans, opposing coaches, and officials. I will refrain from “trash talking” or questioning calls by officials. After the game, I will conduct myself with dignity- win or lose by offering a handshake to opposing players. \_\_\_\_\_
5. I pledge to listen and follow my coach’s instructions. I understand that for any relationship to work there has to be mutual trust. I will trust my coach’s plan for our team, and I will earn his/her trust by following through with what he/she would have me do. \_\_\_\_\_
6. I pledge to refrain from making negative comments about my coach to my teammates or others. I understand this can seriously damage team morale and chemistry and undermine my coach’s ability to do his/her best. If I have a conflict with the coach, I pledge to handle it in a Biblical manner and approach the coach directly privately, and respectfully. \_\_\_\_\_
7. I will be on time to practices, games and team functions. I understand that being late might put me at risk by not providing adequate time for warm-up. \_\_\_\_\_
8. I pledge to conduct myself in a manner that will honor Jesus Christ. I realize that I represent Jesus Christ, my family and Mintz Christian Academy on the field, court and as a teammate.

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(Print Student Name)

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(Date)

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(Student signature)

## PARENT PLEDGE

Parents, please keep the following in mind:

- Please use positive encouragement toward your child
- Please understand that fewer than 1% of youth sports participants receive college athletic scholarships and that the top three reasons play sports are: a) to have fun; b) to make new friends; c) to learn new skills
- Please understand that the game is for the players, and keep sports in the proper perspective
- Please encourage your child to use maximum effort, to learn new skills, and to bounce back from mistakes
- Please understand that children have different natural abilities and are at different levels of physical development and that the true measure of your child's success is not how they compare to others, but how he/she is doing in comparison to his/her best self.
- Please "Honor the Game" and understand the importance of setting a good example for your child and that your child might not be embarrassed by any out-of-bounds behavior on your part. No matter what others do, please show respect for all involved in the game, including coaches, athletes, opponents, opposing fans, and officials. Please understand that officials make mistakes. If the officials make a "bad" call, please "Honor the Game" and be respectful.
- Please refrain from calling out instructions to your child in practice or games, approaching the bench during a game, or breaks in a game. Please understand that this is the coach's job. Please limit your comments during a game to encouraging your child and other players for both teams.
- Please refrain from making negative comments about your child's coach in front of your child, your child's teammates or other team parents. If you have a conflict with the coach, please pledge to handle it in a Biblical manner respectfully.
- Please remember that your actions are a model for your child and those around you. Please ensure your conduct is honoring to Jesus Christ.
- Please be on time to pick up your child from all games and practices.

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(Print Parent/Guardian Names)

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(Signature of Parent/Guardians)