

2017-2018 Blue Ridge Christian School Athletic Coach's Manual

**100 Dinkel Avenue
Bridgewater, VA 22812
540-828-2233
Athletic Director: Sean Tapley**

**Volleyball
Boys Soccer
Coed Cross Country
Golf
Girls Basketball
Boys Basketball
Girls Soccer
Baseball
Track and Field
Tennis
Softball
Football**

It is worthless to have the whole world if they lose their soul. Mark 8:36 (NCV)

This manual will give you some helpful insights into the purpose and philosophy of the Blue Ridge Christian Athletic Department. Please take a few minutes to read it over carefully and refer to it as needed.

**Athletic Director: Sean Tapley
Cell: (919) 537-2203
Email: stapley@brcschool.org**

All coaches are expected to carry out the policies and procedures of the BRCS athletic manual and assume responsibilities for all matters assigned by the school and Athletic Director.

Blue Ridge Christian School

Head Coach

Job Description

School Mission:

The mission of Blue Ridge Christian Athletics is to provide an excellent sports program for our students that will help them develop their God-given abilities. We want our student athletes to honor and glorify God in all that they do (I Corinthians 10:31). Athletics is something that God allows us to do, not something that defines us. We need to make God first place in our lives (Matthew 6:33).

Head Coach Mission:

The mission of the Head Coach is to provide for the overall leadership and direction of their team by pursuing Christ-centered excellence on and off the field of play.

Qualifications:

The Head Coach shall be one who has received Jesus Christ as Savior and Lord. The head coach shall be in good standing of an evangelical church and shall lead a mature Christian life. He/she shall be a person with spiritual, athletic, and leadership abilities that will allow him/her to “train up a child in the he should go” through the medium of athletics. The coach shall reflect the purpose of the school to honor Christ in every activity.

Responsible To: Athletic Director

All coaches are required to have a background check completed before working alone with any athlete.

General Responsibilities:

The coach shall prayerfully help students learn attributes, skills, and athletic abilities that will continue their development as mature, able, and responsible Christian athletes to the praise and glory of God.

Spiritual Responsibilities:

- 1. Have a consistent and daily walk with Jesus Christ and seek to model Him in speech, actions, and attitude.**
- 2. Set an example of the importance of prayer and Bible study.**
- 3. Follow the Matthew 18 principle in dealing with students, parents, administration, and staff.**
- 4. Support the Administration in carrying out the mission of the school.**
- 5. Maintain confidentiality in all manners.**
- 6. Show support for the role of parents as primarily responsible before God for their child's education and assist them in task.**
- 7. Encourage students to accept God's gift of salvation and grow in their faith.**
- 8. Emphasize to students the reality of their own self-worth in Christ.**
- 9. Bless athletes at banquet, making sure they know outside of their athletic abilities that they are special children of Christ.**

Remember - Each athlete should be valued, honored, respected and cared for. Each athlete is unique and a creation of God who makes no mistakes. Their value does not come from their athletic ability, their academic success, their awards, etc. but the fact that God created them and loves them. Pray with your team and for your team.

Academic Responsibilities:

- 1. Support students in academic achievement to their highest level of ability.**
- 2. Review academic process of team members and encourage students to give their best effort academically.**
- 3. Encourage school leadership of student athletes during the school day and in all school activities.**

Coaching Responsibilities:

- 1. Responsible to be knowledgeable to teach the proper techniques of the sport in which he/she coaches.**
- 2. Coaches must have all assistant coaches approved by the Athletic Director before finalizing their involvement. (Have all assistants fill out a coaching application)**

- 3. Head Coaches are responsible for checking with the Athletic Director to make sure appropriate physical are turned in prior to participation. Responsible for checking with the Athletic Director to make sure appropriate consent forms, applications, contracts and fees are turned in prior to first game.**
- 4. Read or review VACA/VHSL guidelines for assigned sport**
 - The Head Coach is responsible for knowing the guidelines governing in-season practices and out-of-season practices or open play. After conclusion of spring sports, you are allowed a max of 6 open gyms/fields. If your open gym/fields allows summer camp participation to drop below 10 athletes, your open gym dates will be fewer the following years.**
 - The Head Coach is responsible for knowing guidelines governing recruiting of student athletes for participation of sports at BRCS. (All emails regarding recruitment will be forwarded to varsity coaches)**
- 5. Submit practice schedule for approval.**
- 6. The Head Coach is responsible for field/court set up. This includes lining of fields and game prep. Please inform Athletic Director if field paint is necessary.**
- 7. Conduct regular inspections of equipment and facilities. Report necessary repairs or problems.**
- 8. Develop a practice schedule for assigned sport. Communicate practice and game schedules (print or electronically) to athletes and their parents as soon as team roster is established.**
- 9. Coaches should arrive at the practice site at least 10 minutes before practice begins to make certain equipment is set out and all necessary preparations for practices are made**
- 10. Work with Athletic Administration to ensure student physical health for participation in sport. This includes, but is not limited to; prevention and proper care of athletic injuries and ensuring student athletes have appropriate hydration during practices and games.**
- 11. Develop and maintain team rules in keeping with the school's mission and philosophy.**
- 12. When necessary, enforce disciplinary measures to train student in complying with team expectations for student athletes.**
- 13. Represent the school and lead the students as the Head Coach of the assigned sport.**
- 14. The Head Coach is responsible to supervise and ensure safety for student athletes on his/her team roster during practices and games.**
- 15. The Head Coach must never leave a practice or game (including the return to school after away games) until students have driven off campus or been picked up by a parent or guardian.**
- 16. Recording stats for all games and returning stats to Athletic Director at the conclusion of season. The following stat is Mandatory for all Varsity Sports.**
 - Volleyball - Kills**
 - Soccer - Goals**
 - Cross Country – Fastest Time in various events**
 - Basketball – Points**
 - Baseball – Runs**

Track and Field - Fastest Time in various events

Golf – Score

17. Head Varsity Coaches are responsible for running or finding someone to run academy and camp.

Administrative Responsibilities:

- 1. Communicate all athletic request, questions, plans, etc. through the Athletic Director Office.**
- 2. Communicate and enlist parent volunteers to assist Athletic Administration (i.e., money collection at gate, tearing down court or field setup etc.) in the necessary responsibilities for hosting home games.**
- 3. Communicate and enlist parent volunteers to assist with team activities and needs (i.e., team snacks, team meals, team refreshments, etc.)**
- 4. Communicate and enlist managers, scorekeepers, clock managers, and statisticians, for your team games.**
- 5. Submit a budget request for assigned sport to Athletic Administration. Supporting documentation should be submitted to justify requested equipment and supplies included in the budget.**
- 6. Submit a request and receive approval before purchasing anything that obligates for school payment.**
- 7. Supervise the proper use and care of all equipment and supplies after practices and games.**
- 8. Attend all required meetings as coach of the assigned sport.**
- 9. Receive approval from Athletic Administration prior to volunteering to host an invitational tournament. If approved to host tournament, the Head Coach of the sport is responsible to assist Athletic Administration to manage event.**
- 10. Oversee the transportation of student athletes to practices and games.**
- 11. Responsible to make sure driver follows rules regarding transportation of students.**
- 12. If necessary, communicate assigned responsibilities to assistant coaches.**
- 13. If necessary, supervise assistant coaches in carrying out assigned responsibilities.**
- 14. Email scores to Athletic Director after every game to ensure timely communication.**
- 15. Coaches are responsible for adding all scores to Max Preps.**
- 16. Coaches are encouraged to report scores and stats to other reporting sources to communicate team achievements and progress.**
- 17. Collect all uniforms from athletes first, (make sure all names are attached to uniforms) and then turn all uniforms in to athletic director to receive stipend.**
- 18. All coaches with full-time children do not have to pay athletic fees. All coaches with homeschool children will have to pay half of the homeschool cost.**

The Head Coach should demonstrate a willing spirit and cooperative attitude to fulfill any other responsibilities assigned by the Athletic Director for the effective and efficient operation of the school's athletic program.

Sports and Extracurricular Activities Eligibility:

Participation in extracurricular activities is a privilege. With the privilege comes the responsibility of earning and maintaining a minimal academic level. No student will be permitted to participate who has earned less than a 2.0 GPA average or received any failing grades or more than one "D" in any one credit class on either a mid-period report or on a report card. Additionally, regardless of grades, if the teacher and athletic director come to a consensus that a particular student's academic progress is being seriously impaired because of his/her participation in extracurricular activities, that student may be declared academically ineligible until he/she has demonstrated a marked improvement in his/her academic program. Students who are academically ineligible may practice with a team but may not participate in games, performances, or other extracurricular activities until the grade average has been raised to passing or until other criteria discussed with the student and approved by the Head of School have been fulfilled. **Once a student has been placed on the ineligibility list, his/her grades will be checked each week until such time as a mid-term or quarter grade report is issued. If the student has successfully brought all grades to the above stated standard then his/her name will be dropped from the ineligibility list and the student may continue with the team. If he/she has more than one "D" or an "F", then he/she will continue on the ineligibility list.** Exceptions to the above policy may be granted by the Head of School upon recommendation of the faculty for students with identified learning disabilities or other valid reasons for low academic achievement, provided there is sufficient evidence that a genuine effort to improve oneself is being made.

If an athlete is failing a class during the sport season, **prior to quarter grades (before grades are final)**, due to missing assignments or failed assignments, the parent of that athlete will be contacted and the athlete will be placed on the ineligibility list based on the **discretion of the parent**. If the parent allows the athlete to continue to play, playing time will then be placed on the **discretion of the coach**.

**An extracurricular activity is one that is not a requirement of a class taken for credit. Example: Participation in a concert may be a requirement for chorus, but participation in a talent show is extracurricular.*