



**Coaches/Advisors Handbook**  
2024-2025

# Activities Program

## Activities Mission Statement

The athletic program at STRIDE Academy provides the opportunity for all students in Kindergarten through the 8th Grade to participate in an extracurricular activity.

## Activities Program Goals

- To promote friendships, school spirit and team unity.
- To help participants develop sportsmanship, discipline, confidence, cooperation and positive team play.
- To help participants develop the fundamental skills pertinent to the given sport or activity.
- To provide the experience of using the skills learned in a competitive situation or performance.

## Activities Participation Philosophy

The priority of STRIDE Academy Activities is to provide students with the opportunity to participate. We want our teams and activities to be successful. However, there are many measures for that success. We want each participant to feel successful as well; therefore we will strive to place them in situations where they will best find success. Each participant will be given the opportunity to improve and develop skills, as well as prepare them to handle competitive situations and performances. While every effort will be made to provide a reasonable amount of participation time, it will not necessarily be equal. The amount of participation time will be determined by the student's attendance, effort, attitude and conduct.

## SPORTSMANSHIP POLICY

Participation in STRIDE Academy athletics/activities is a privilege, and requires that student conduct themselves in a positive and appropriate manner while representing our school. It is essential that we, as responsible adults, coaches, volunteers and spectators set a good example for our students. Students, coaches, volunteers or spectators who violate this policy are subject to removal from the activity at the sole discretion of the Executive Director, Principal and or the Activities Director. Establishing and practicing the values of sportsmanship, ethical behavior, integrity, good citizenship and high behavioral standards should permeate all of the activities in which our students participate in.

### Expectations of Students

1. Students will at all times represent themselves and STRIDE Academy with honor, proper conduct, and good sportsmanship.
2. Students will be committed, dedicated, and determined.
3. Students will be responsible members of the classroom and school community.
4. Students will display a willingness to learn and develop the necessary skills.
5. Students will be respectful of peers, coaches, and officials.
6. Students will abide by all rules set forth by STRIDE Academy and the leagues in which we compete or perform.

### Expectations of Coaches and Advisors

1. Coaches/Advisors will set a good example for students and the school community.
2. Coaches/Advisors will assist each student toward developing his or her potential.
3. Coaches/Advisors will do their best to ensure that each student understands his or her role on the team/club/organization and has a good experience during the season.
4. Coaches/Advisors will treat their own students, opponents and officials with respect.
5. Coaches/Advisors will abide by all rules set forth by STRIDE Academy and the leagues in which we compete.
6. Coaches/Advisors will remain at the event until the last student is picked up to go home.

### Expectations of Parents

1. Parents will be supportive of their students and other members of the team/club/organization.
2. Parents will respect the judgment and strategy of the coaches/advisors.
3. Parents will respect the judgment and interpretations of the officials/judges.
4. Parents will follow the grievance procedure outlined in this handbook if conflicts arise.
5. Parents will abide by all rules set forth by STRIDE Academy and the leagues in which we compete.
6. Parents will transport and pick up students to and from events. **(Students need to be picked up at school within 15 minutes of ending of practice and games, failure to do so consistently could result in removal from activity.)**

### Expectations of Spectators

1. Spectators will watch events from areas defined by the host facility as spectator areas.
2. Spectators will adhere to the fundamentals of good sportsmanship and proper conduct.
3. Spectators will not heckle or jeer participants or officials and will avoid inappropriate cheers and gestures.
4. Spectators will abide by all rules set forth by STRIDE Academy and the leagues in which we compete.

### **NEGATIVE BEHAVIOR**

In addition to expectations related to sportsmanship, the misbehavior by any team member that in any way reflects negatively on the school, team, club, organization or community will not be tolerated and may result in his or her suspension from the team, club or organization at the sole discretion of the Athletic Director, Principal and Executive Director.

### **SCHOOL DISCIPLINARY ISSUES**

Any student suspended from school or class will be ineligible to participate until the situation has been resolved to the satisfaction of the Principal, Executive Director or Activities Director. This may involve a conference with the student and teacher, a conference with the parents, or any other steps necessary to ensure that discipline and accepted behavior will be followed in the future. The Principal, Executive Director or Activities Director will inform the coach regarding the ineligibility as well as when eligibility will be restored. Disciplinary situations may include a student being asked to leave class for improper or disruptive behavior, or suspension from school.

### **SCHOOL ACADEMICS**

All Activities Participants are students first. To participate in an activity; students must be in good academic standing. To be in good academic standing, students must be passing each subject and not have any missing assignments. Students with missing assignments will use practice time to complete work in an area provided by the Activities Director. Progress reports will be completed each week to determine eligibility through the use of the schools gradebook by the Activities Director. Parents will be notified if a student becomes academically ineligible. (D or lower grade in a class)

### **SCHOOL ATTENDANCE POLICY**

All students participating in an activity must attend at least a half-day of school the day of the activity in order to be eligible to participate in that activity. A student must be in class by his or her lunch period in order to participate. This rule applies to practices, scrimmages, games, tournaments and all other activities. Students who participate in a school-sponsored event (retreat, field trip, testing) will not be considered absent. If there are extenuating circumstances (family emergency, funeral, doctor's appointment), a note from the student's parent explaining the absence will allow them to participate.

### **MANDATORY BACKGROUND CHECK**

All adults that volunteer to help with an activity in any way (coaching, driving, team parents, etc.) are required to have a background check completed.

## **REGISTRATION PROCESS**

STRIDE Academy families will be notified of an activity registration well in advance of deadlines. The final number of teams, how they are formed, and the leagues in which they play will ultimately be determined by the number of coaches and participants who sign up by the registration deadline. Students will not be allowed to begin participation until all paperwork is completed, record of physical in the last 3 years is on file with the nurse (athletic activity 6th grade), fee is paid or scholarship has been awarded.

## **PRACTICE, PERFORMANCES AND GAME ATTENDANCE**

Attendance and participation at games, performances and practices is mandatory. Unexcused absences will result in reduced playing time. If there are extenuating circumstances (family emergency, funeral, doctor's appointment), a note from the student's parent will excuse the absence.

## **TRANSPORTATION**

**Responsibility for transportation to away games, competitions and performances lies with parents. Sufficient vehicles must be provided so that each occupant has and uses a functioning seat belt.**

## **EQUIPMENT AND UNIFORMS**

Each student is responsible for the school equipment and uniform issued to him or her, if applicable. Coaches/Advisors are responsible for assigning equipment and monitoring its use and return. Students will be responsible for the replacement costs of any lost equipment or uniforms, as determined by the Activities Director.

## **INSURANCE**

**STRIDE Academy activities are supervised by adults whose primary concern is the safety of your child while involved in the activity on school property, or en route to and from games, competitions and performances at other schools. The school does not, however, provide insurance or assume liability for injury received in the normal course of activity. Insurance is the responsibility of the participant's parents or guardians.**

## **USE OF FACILITIES**

Both at home and at other schools, participants should leave the gym, classroom, stage or field in a clean condition. For home events, performances, competitions and games; parents, coaches, advisors or members of the team/club/organization are responsible for setting up and removing all equipment when the events are completed.

## **STANDARDS FOR VOLUNTEERS, ADVISORS AND COACHES**

STRIDE Academy activities depend on the dedication of volunteers, advisors and coaches to lead our different activities. In addition to practicing appropriate conduct and good sportsmanship, they will be held to a number of other standards:

1. All head and assistant coach/advisor candidates will consent to and be subject to mandatory background checks.
2. From time to time, it may be necessary for someone other than the coach/advisor of an activity to coach or lead. The Activities Director, Executive Director and Principal will have final authority in selecting outside coaches/advisors.
3. Coaches/Advisors are expected to follow all established rules of a contest/event at all times.
4. Coaches/Advisors should accept the decisions of contest officials and set a good example for the members of their activity in doing so.
5. A coach/advisor who is asked to leave a contest or event by an official will automatically be suspended for one additional game/event, and the Activities Director, Executive Director and Principal will review the matter.
6. Coaches/Advisors will refrain from the use of offensive words and actions, directed either at the officials, the opposition, parents, spectators, or members of their own activity.
7. Coaches/Advisors should display modesty in victory and graciousness in defeat.
8. Coaches/Advisors will not leave participants unattended at the field, classroom or in the gym during or following a game, practice, scrimmage, tournament or any other activity.
9. Coaches/Advisors and the Activity Director will hold pre-season parent meetings and ensure that information is properly communicated throughout the season.
10. Failure to comply with any of these guidelines will result in actions up to and including dismissal of the coach/advisor. All such decisions will be at the sole discretion of the Principal, Executive Director and Activities Director.

### **REQUIRED QUALIFICATIONS:**

1. Be at least 18 years of age.
2. Exhibit knowledge of the sport/activity.
3. Past experience working with Elementary/Middle school children.
4. Pass STRIDE Academy School District background check.
5. Adhere to all laws of the State of Minnesota in regard to conduct between a teacher (coach/advisor) and student (athlete/participant).
6. Ability to teach leadership, sportsmanship, respect, skills, and healthy living. Be a mentor and example to athletes/participants. Promote academics first. Provide the best opportunity possible for each student's success.
7. Ability to work with other coaches, advisors, parents, volunteers, officials, and administrators in a professional and courteous manner.
8. Have a valid email address and the ability to check it on a daily basis.
9. Maintain a valid CPR/First Aid card.
10. Adhere and monitor student code of responsibilities.
11. Previous coaching/advising experience preferred, but not required.

**RELATIONSHIPS:** Head Coaches/Advisors report to the Activities Director. Head Coaches/Advisors are responsible for the supervision of Assistants/Volunteers (paid and unpaid) in their sport/activity in conjunction with the Activities Director.

## **CONFLICT GRIEVANCE PROCEDURE**

In order to allow for an expression of differences that sometimes occurs in athletics, the following standardized and widely accepted grievance procedure will be used to address conflicts:

1. The student and/or parent should request a meeting with the coach. This meeting should be at a time other than immediately before or after practices, events or games. This meeting is strictly between the student, parent and coach/advisor.
2. If the conflict is not resolved in the first step; the parent, student and coach/advisor should then meet with the Activities Director.
3. If the conflict is still not resolved, the parents may then request a meeting with the Principal and or the Executive Director.

*These steps must be followed in this specific sequence.*

## **STRIDE Academy 2024-2025 Activity Policies**

**Students:** *Your participation in activities at STRIDE Academy is dependent on your eligibility. Make sure you remain eligible by reviewing the information in this brochure with your parents/guardians. If there are questions contact Andy Lyman at 230-5340 ex 6956 or [alyman@strideacademy.org](mailto:alyman@strideacademy.org).*

### **Student Code of Responsibilities:**

A student who is under penalty or exclusion, expulsion or suspension, whose character or conduct violates the Student Code of Responsibilities and is not in good standing, shall be ineligible for a period of time as determined by the Activities Director, Executive Director, Principal, Advisor or Coach.

*As a student participating in an activity at STRIDE Academy, I understand and accept the following responsibilities.*

1. *I will respect the rights and beliefs of others and will treat others with courtesy and consideration.*
2. *I will be fully responsible for my actions and the consequences.*
3. *I will respect the property of others.*
4. *I will respect and obey the rules of my school and the laws of my community, state and country.*

5. *I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.*

### **Student Code of Responsibilities Penalties:**

1. Office Referrals (ORF)
  - a. A student receiving an ORF will not be allowed to practice or participate on that day. A student receiving an ORF is not allowed to participate for the first half of the next in season game or competition.
  - b. A student receiving two ORF's in one activity season will not be allowed to participate in the next in season game, competition, performance and will miss practice on the day of receiving the ORF.
  - c. A student receiving three or more ORF's in one activity season will miss one week of practice, competition and or games from the date of the incident.
  - d. A student receiving four or more ORF's in season will be dismissed from the activity.
2. A student receiving an after school behavior or lunch/recess detention will miss practice for the day they are serving the detention. The student will not be allowed to attend practice on the day of the detention and will need to be picked up when the detention is concluded.
3. A student receiving in school or out of school suspension will miss two weeks of practices, events, competitions and games from the date of the incident.
4. School Administration and or coaches/advisors can evaluate student fulfillment of the code of responsibilities. Ineligibility can be determined by both school administrators and coaches/advisors.

### **5. CODE OF CONDUCT AGREEMENT**

**Please sign and date this form and return it to the Activities Director.**



**I have read and understood the guidelines and policies outlined  
in this athletics handbook, and promise to abide by them.**

Sport/Activity/Team \_\_\_\_\_

Coach's Name \_\_\_\_\_

Coach's Signature \_\_\_\_\_

Date \_\_\_\_\_