Cannon School
Athletic Department

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I. PHILOSOPHY

Cannon School Mission Statement

Cannon School nurtures relationships at the heart of learning and engages the learner in a journey of growth.

In cooperation with a group of senior athletes, Cannon Athletics adopted a Culture Statement in 2018. That culture statement is:

Relentless Commitment to the Process

The process consists of:
- Positive attitude and Effort
- Taking Care of Each Other
- Intentional Preparation
- Mental and Physics Toughness
- Competitive Excellence
- Sportsmanship (Respect)

The Cannon School Athletic Department will strive to develop and maintain a comprehensive Athletic Program based on the philosophy of the Cannon School Mission Statement. We want to challenge our athletes and coaches to develop the tools necessary for facing challenges and competition. That includes nurturing relationships, embracing growth and development (both personal and collective), intentional preparation, effort, positive attitude, commitment, teamwork, and sportmanship. While we want to promote a winning attitude, we must keep in mind that our primary goal is to inspire in our athletes the importance of embracing athletics through the lens of Cannon School core values: courage, teamwork, respect, integrity, passion and kindness. It is our hope that Cannon Athletics is a valuable part of the students’ education and helps them to develop skills and character in preparation for a lifetime of success and happiness.

Statement from the Athletics Department

Athletics offer unique opportunities to be part of something bigger than one’s self. Life lessons and learning opportunities abound beyond the x’s and o’s. Sports require athletes to plan and prepare as well as adapt at a moment’s notice. Success and failure are both equally abundant and valuable in the development of any athlete. The process of preparation, or “the grind,” as we like to refer to it, requires commitment, effort, passion, accountability, and trust because of how far it pushes an athlete beyond his or her comfort zone. However, persevering the grind with teammates and coaches who are equally committed is an experience like none other.
Cannon Athletics is not just about the thrill of victory and the agony of defeat. We strive to honor and celebrate the hours and hours of hard work that go into making ourselves better, making our teammates better, and making our teams better. We emphasize competing together, taking care of each other, playing the game the right way, and having fun!

Student-athletes at Cannon are fortunate to play for coaches who are well respected within our conference as well as across the state. Our coaches have a deep understanding of their sport, can clearly communicate strategy and game plan, and more importantly, are fully invested in the lives of their student-athletes. It is often said, “A coach will impact more people in one year than the average person will in an entire lifetime.” I believe that our coaches aspire to and very successfully live out this responsibility.

In my twelve years teaching, advising, and coaching at Cannon, and Rod’s seventeen years of teaching, coaching, and serving as a constant in this Athletics Department, we have come to view Cannon more as a home and a family than just a place to work. Both Rod and I understand how Cannon Athletics has developed through the years, and we are humbled to serve this community in leading the Athletics Department into the future.

We encourage you to get involved in Cannon Athletics as a student-athlete, volunteer, or simply as a fan! We look forward to seeing you throughout the year as we all work together in making Cannon Athletics the best it can be.

Go Cougars!

Russ Campbell
Interim Director of Athletics for Strategy and General Oversight

Rod Rachal
Interim Director of Athletics for Operations

**Student-Athlete Advocacy (the roles of coaches, athletes, and parents)**

Participation in athletics is often among the most memorable experiences of our lives. It is emotional for all involved parties. An important part of athletic participation and a student’s education is teaching them when and how to advocate for themselves. If athletes have an issue or concern with their participation on a team, they are encouraged to approach the coach or coaching staff, in private, about those concerns. We would prefer that the student-athlete handle this situation as opposed to the parents. Students are encouraged to ask a dean of their unit (US or MS) or the Athletic Director if they would like help with how to approach their coach.

If further action is necessary, parents should then approach the head coach at a time not immediately following a competition event when emotions may already be elevated. Email is not ideal for communicating detailed concerns since tone cannot be accurately conveyed in writing. Communication via phone or in person is recommended.
Some example issues that are appropriate for parents to discuss with coaches include:

- Emotional or physical development of their child.
- Ways or avenues by which their child might improve their skills.
- Grades, attitude, behavior of their child.
- College prospects

Some example issues that are not appropriate for parents to discuss with coaches include:

- Play time
- Team strategy
- Other players or coaches

If the issue has not been resolved after discussions between the athlete and the coach, and the parent and the coach, then the student-athlete and/or the parent should bring the issue to the attention of the athletic director.

II. Cannon School Athletics – GUIDING PRINCIPLES

True Integration of Core Values in Athletics

- Incorporation and teaching of core values in the athletic arena
- Consistent communication of core values topical discussions
- Respectful treatment and interactions with opponents, guests, officials, and fans
- Spirited competition within the rules
- Proper reaction to the scoreboard

Vertical Articulation in Each Sport

- MS-JV-Varsity programs are interrelated in philosophical and practical ways
- Varsity head coach as head of program
- Mentoring of new coaches in program
- Defined goals and skill development for each level
- Program and player assessment

Balance

- Maintaining the proper relationship between academics, athletics, and family
- Relationship between competition, participation, & development at various levels
- Support and development of every player on the team
- Discernment in scheduling of contests and practice time
- Out of season conditioning and training policy

Teamwork

- Athletic department, athletic director, and coaching staff collaboration
• Communicating and working with school divisions and fine arts
• Coaching staff is unified on out of season conditioning and multi-sport participation
• Sharing of people, space, and resources
• Partnering with parents

Adaptive Expertise in Practice

• Developing and fostering a growth mind set
• Flexibility, preparedness, and willingness to change as needed
• Professional development
• Assessment and evaluation
• Recognizing that today’s excellence is tomorrow’s starting point (constant quest to make ourselves, our teammates, and our team better)

III. STATE AND CONFERENCE AFFILIATIONS

Cannon School participates in athletics as a member of the North Carolina Independent Schools Athletics Association (NCISAA  www.ncisaa.org ). The NCISAA is a group of independent secondary schools that share a belief that athletic interaction through statewide activities should be a positive experience for students. The NCISAA works to promote and administer a variety of educationally sound athletic programs leading to state championships.

Cannon Varsity teams will compete as a member of the Charlotte Independent Schools Athletic Association (CISAA). The following schools are in the CISAA.

CISAA Members
Cannon School (Concord)
Charlotte Christian School (Charlotte)
Charlotte Country Day School (Charlotte)
Charlotte Latin School (Charlotte)
Covenant Day School (Charlotte)
Providence Day School (Charlotte)

Middle school sports compete in the Greater Charlotte Middle School Athletic Association (GCMSAA). The GCMSAA is comprised of the above six schools plus Holy Trinity and Lake Norman Charter.

IV. NCISAA SPORTSMANSHIP CODE

The NCISAA recognizes that independent school interscholastic athletic events must be conducted in such a manner that good sportsmanship prevails at all times. It is necessary that administrators and coaches be individually and collectively responsible for taking every possible step to promote good sportsmanship at every interscholastic event. These steps must include the provision of safe and adequate facilities for
participants, spectators, and officials; the best possible officials for the events; and adequate control of spectators, players, and pre-game and post-game activities. Every effort must be made to promote a climate of wholesome competition. While the NCISAA governs varsity play, middle school and JV teams are expected to honor NCISAA rules of sportsmanship.

In the spirit of best practices in sportsmanship, the NCISAA endorses the following initiatives.

Failure to comply with any NCISAA rules or regulations may result in players, coaches, or schools
a) forfeiting an event,
b) losing state tournament privilege,
c) being fined by the NCISAA Executive Director as defined by the NCISAA bylaws, and
d) being suspended or expelled from the NCISAA.

V. OFFICIAL PRACTICE DATES

Fall Sports: Begins on Aug 1st (or after that date as determined by the coach of each sport). Varsity football always begins the Monday of the week of August 1st.
Ends with the finish of the state tournament in each sport

Winter Sports: Begins on Monday of the week containing the first day in Nov.
Ends with the finish of the state tournament in each sport.

Spring Sports: Begins on the second Monday in February (February 10, 2020)
Ends with the finish of the state tournament in each sport.

The following is the NCISAA Policy on practice (see www.ncisaa.org for more details):

Organizational meetings, for the purpose of discussing policies or academics, distributing equipment or paper work prior to the beginning date of practice or after the official season is over are allowed, but no sports instruction is permitted on those days. If a school wishes to participate in a post-season tournament not affiliated with the NCISAA, that school must get permission from the Executive Director.

Skill Development/Restricted Number (See grid below) Off-season Practice Sessions with school coaches are permissible AS LONG AS

1. They are not a requirement for participation on that team,

2. Attendance is voluntary and open,

3. They are not held during published “dead” periods, per the NCISAA Handbook,

4. No more than the allowable number (See chart below) of athletes may participate in a skill development session or sessions in any location or locations no matter how many coaches are present,

5. Multiple skill development sessions are allowed each day provided that no student participates in more than one session per day,
Any NCISAA coach may not coach a practice or game for a non-school team (select/challenge, AAU, USVBA, fall baseball, etc.) that has more than the allotted number of athletes from his/her school,

7. Any officially employed or volunteer coach at an NCISAA school abides by these rules.

OPEN GYM/OPEN FIELDS. During any season informal pick-up games with a school representative present - in any sport - are permitted except during the published “dead” periods, per the NCISAA Handbook.

During the off-season or “unofficial” practice, a coach may not play and may not give verbal or physical instruction of any kind in the open gym or open field arena.

SUMMER PRACTICE

*Summer will be defined as the season beginning on the Monday after the last spring tournament and ending on the Monday of the week containing August 1.*

During the summer coaches are permitted to work with individuals or an entire team *AS LONG AS*

1. This is not a requirement of participation on that team,
2. Attendance is voluntary and open.

**Ethical Statement:** Any coach who promotes the idea that participating in summer practice is required is out of compliance with the intent, spirit, and purpose of these rules.

Heads of schools and directors of athletics are responsible for seeing that these rules and concepts are understood and followed by their coaching staffs without exception. Enforcement of all NCISAA rules is the responsibility of each school, each conference, the NCISAA Board of Managers, the NCISAA Board of Directors and the Executive Director.

Allowable numbers per sport as follows:

<table>
<thead>
<tr>
<th>Sport</th>
<th># Athletes on a given day</th>
</tr>
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<tbody>
<tr>
<td>Baseball</td>
<td>no more than 8</td>
</tr>
<tr>
<td>Basketball</td>
<td>no more than 4</td>
</tr>
<tr>
<td>Cross Country</td>
<td>no more than 6</td>
</tr>
<tr>
<td>Football</td>
<td>no more than 10</td>
</tr>
<tr>
<td>Golf</td>
<td>no more than 5</td>
</tr>
<tr>
<td>Lacrosse</td>
<td>no more than 9</td>
</tr>
<tr>
<td>Soccer</td>
<td>no more than 10</td>
</tr>
<tr>
<td>Softball</td>
<td>no more than 8</td>
</tr>
<tr>
<td>Swimming</td>
<td>no more than 10</td>
</tr>
<tr>
<td>Tennis</td>
<td>no more than 5</td>
</tr>
<tr>
<td>Track</td>
<td>no more than 10</td>
</tr>
<tr>
<td>Volleyball</td>
<td>no more than 5</td>
</tr>
</tbody>
</table>
VI. ATHLETIC ELIGIBILITY (Cannon’s policy)

Upper School
1. Upper School athletes are expected to maintain solid academic standing. Student-
   athletes who enter the academic coaching protocol and don’t make satisfactory
   progress in that program are subject to being declared athletically ineligible at the
   discretion of the upper school deans, the athletic director, or the coaching staff.
2. Athletes will be expected to follow all attendance policies of the athletic
   department and the appropriate coach.
3. Athletes will conduct themselves in a manner that is of the highest standards.
4. Students serving in-school reflections or out-of-school suspensions are not
   allowed to participate in athletics on those particular days.
5. The athletic director and administration maintain the right to suspend or remove
   an athlete from the team if any other reason, not listed above, is sufficient enough for
   such action.
6. A sports physical, concussion form, and spirit of participation form are required
   for all athletes to become eligible to practice or play in games.

Middle School
Athletes must be meeting academic standards in every class (not more than one grade
of "D" or any grade of "F" in any class) in order to be eligible to participate on a
Cannon School inter-scholastic athletic team. Based on the discretion of the Head of
Middle School, in accordance with these rules, athletes may not be able to participate
in any way while ineligible. Typically, a learning plan will be put in place for a
student in academic trouble. From there, they will have an opportunity to be re-
instated. As an academic institution, and in preparation for the rigorous program in
high school, student-athletes' schoolwork must take precedence over athletic
involvement.

The Athletic Director and school administration maintain the right to suspend or
remove an athlete from the team if necessary.

In School – Out of School Suspension
Students who are serving in school or out of school suspension are ineligible for
athletic participation on the day(s) including practices and or games.

VII. LEVELS OF COMPETITION

Varsity
Varsity teams consist of students from the Upper School (grades 9-12). The varsity
level is the highest level of interscholastic athletics. Cannon is committed to fielding
the best possible athletic teams for this level.

Junior Varsity (JV)
The JV program is considered the transitional step between Middle School and
Varsity athletics. Students in grades 9 - 11 may play on the JV team (exception is
basketball – only 9th and 10th grade students can play JV basketball). Players may
participate on both JV and varsity teams during the same season at the discretion of
the coaches of each of those teams.

Middle School
Middle School teams are for students in 7th and 8th grades. In cases where a MS team
is having difficulty fielding a team because of low numbers, participation for that
sport may be opened up to 6th grade students. This is only in cases where 7th and 8th
grade students will not be able to otherwise participate.
MS athletics is considered the introductory level of interscholastic competition for
Cannon students. There is a strong emphasis on skill development, individual/team
improvement and the building of self-confidence.

VIII. TRY-OUT/CUT POLICY

In sports that have limits on the number of participants involved, coaches will
conduct try-outs that will last no more than one week. After the try-out period, the
Head Coach will select the individuals he/she feels meets the criteria for his/her team.
The criteria will be based on an athlete’s ability, commitment level, and overall
attitude. Athletes who get cut will have the opportunity to join another sport that
season.

IX. COACHES RESPONSIBILITIES

1. Each coach must at ALL TIMES conduct him/herself as a professional. Coaches must
be positive role models in terms of sportsmanship and fair play and set a flawless
example regarding the tobacco, drug, and alcohol policy.

2. Coaches must dress appropriately for practice and games.

3. Each coach should have a good understanding of the rules and policies of the Athletic
Department.

4. Coaches are expected to communicate regularly and overwhelmingly positively with
parents and athletes via email. This type of communication will serve to maintain a
harmony and cohesiveness to the team. Communication should include:
   a. Practice schedules for the upcoming week or two.
   b. The coach’s assessment of the current state of the team (recent games, practices,
      what the team is doing well, what the team is working on, what they are
      struggling with, areas of targeted improvement, areas in which coaches are proud
      of the team, etc.)

   These communications should copy the Russ, Rod and Becky.

5. The Head Coach is responsible for all aspects of their team’s program and must be in
communication with the Athletic Director.
Coaches are expected to:

a. Know the rules and regulations of their sport.

b. Make sure players and parents are aware of this Athletic Handbook and abide by all regulations during athletic contests and practices.

c. Keep abreast of rules, equipment requirements and care, arranging for managers and team scorers, if necessary.

d. At the end of each season, see that all equipment and uniforms issued are returned and checked for serviceability. It is recommended that all uniforms be turned in to the uniform manager at the conclusion of the last contest. The current uniform manager is Judy Killam jkillam@cannonschool.org

e. Immediately submit game results to the Athletic Office after each contest. This result will be posted to the Cannon Athletics website. Coaches are welcome, but not required, to include a summary of the game with specific praise of athletes who have performed well, competed hard, and properly represented the mission and philosophy of Cannon Athletics. Send via e-mail to bervin@cannonschool.org. Varsity Coaches must also send results to:

Charlotte Observer prepstats@charlotteobserver.com and obspreps@gmail.com

6. The following behaviors are unacceptable from any Cannon School coach:

a. Profanity-Coaches will refrain from the use of profanity and insist that Cannon athletes do the same.

b. Physical or verbal abuse of athletes.

c. Use of tobacco products on the court/field or any other time they are in the presence of their team or team members.

d. Use of alcohol prior to or during practice or games.

7. Coaches are expected to maintain self-control at all times, accepting adverse decisions without exaggerated public displays of emotion or dissatisfaction with the officials.

8. We want to discourage athletes from quitting. An athlete may not quit UNLESS he/she has met with the coach and Athletic Director, and it is deemed to be to the benefit of the athlete, coach, and team.

9. Each coach should arrange for a Team Manager if needed. Managers are a part of the team and should be treated as so. Managers can be the most important students on a team if you delegate and require them to perform specific duties. They are responsible to you and should be at all team activities unless excused by you.
10. Coaches are expected to be aware of the players’ academic performance, and coaches should help to emphasize to the team the expectation that players are showing proper attendance and conduct in class.

11. It is the coach’s responsibility to have organized and structured practices. Practices must be carried out with passion, enthusiasm, efficiency, positive competition, organization, and intensity. Coaches are expected to be overwhelmingly positive and encouraging to athletes as much as possible. If you treat practice time with professionalism your athletes will respond positively. Your primary role is to be a teacher, and your practice area is your classroom. Athletics are important to the overall curriculum; it is an extension of the school day.

*All coaches must submit a practice schedule to the Athletic Office, Athletic Director, and Assistant Athletic Director at the start of the season.*

13. The (Head or Assistant) coach should be the last person to leave the practice/game area, as the athletes should be supervised by a staff member. DO NOT leave athletes alone on campus after practices or games. You must stay until the last athlete has been picked up from campus.

14. Before departing to an away contest, be sure to check the appearance of team members. No player should be permitted on a bus to travel with a Cannon School team unless they are properly dressed according to the Cannon School and/or Athletic Department dress code.

15. Always be sure that players conduct themselves with poise, dignity, and in a respectful manner, whether at home or away. The coach is responsible for the conduct of his or her team, which is a direct reflection of the school.

16. Set clear behavioral expectations for your players in matters of punctuality, conduct, dress (on/off the field or court), academic progress, etc. and communicate this with players and parents before the start of the regular season.

17. Provide the Athletic Office with rosters, travel itineraries, practice schedules, uniform/equipment requests, award recipients, scores, etc. in a timely manner.

18. Oversee the safety conditions of the facility or area in which your sport is being conducted. This includes locker rooms, especially those locker rooms designated as ‘permanent’ for the season (football, lacrosse, basketball, and volleyball).

19. Keep abreast of new ideas and techniques by attending clinics, workshops, etc. in your sport.

20. Middle School Coaches are required to submit individual player comments which will be posted to report cards. These comments are due to the middle school dean Christiana Holyer cholyer@cannonschool.org no more than 1 week following the completion of the final middle school game of that particular season.
21. All coaches (MS, JV, and varsity) are required to hold a post season activity to recognize individual and team accomplishments. There is no overall awards ceremony each season.

22. Middle School practices begin at 2:45 each day. The MS athletic season includes each day up until the following season begins. MS student-athletes are dismissed from school each day at 2:30 during the season. This includes game days as well as practice days. Middle School Coaches are responsible for their athletes from 2:30 until 3:00 on days when they do not hold practice or have games. When the MS team’s seasons are completed, the team must still meet until 3:00 dismissal until the following season begins. Coaches should consult the Athletic Department if they need help with this policy.

Additional Expectations for Varsity Head Coaches

1. Understand, support and model the school’s Mission Statement, the Athletics Department Culture Statement, and school Core Values.

2. Serve as a director for your sport (Middle School, JV, and Varsity) by communicating with the Athletic Director and coaching staff on matters pertaining to:
   a. Budget
   b. Purchase /collection of uniforms and equipment
   c. Input in hiring of coaches for your sport
   d. Professional development of coaching staff
   e. Evaluating the effectiveness of coaches in your sport
   f. Scheduling of practices and games for all levels in your sport
   g. Facility development/usage
   h. Travel arrangements and Itineraries
   i. Cooperation and partnership with other programs and other coaches
   j. Athletic Guiding Principles

3. Coaches are responsible for most game day/practice set up and break down as needed (i.e., setting up nets, putting away chairs, water coolers, etc.)

4. Serve as a role model to coaches in your program. Include them in your planning and evaluation process.

5. Keep parents informed of your practice, travel, and any optional off season workouts. This will help you to develop and maintain positive parental support.

6. Promote your sport through positive public relations within the school and the community.
7. Help provide your athletes with the opportunity to compete at the collegiate level if desired. Help guide student-athletes and parents in the recruitment process. See the Athletic Director and/or College Counseling Department if necessary.

8. Maintain team and individual statistics.

9. All varsity coaches must attend all CISAA Meetings as required by their sport for seeding and all conference selection.

X. EXPECTATIONS OF STUDENT-ATHLETES AND PARENTS

1. Student-athletes must know that practice and game attendance are mandatory. Student-athletes are required to attend practices or games that might be scheduled on weekends, holidays, or breaks. Outside club teams, AAU, leagues, etc. are secondary to Cannon sports teams. Athletes may not miss practice/games for outside programs unless agreed upon by the head coach.

2. Student-athletes are responsible for punctuality and preparedness for practice and games. Unexcused tardiness or absences will not be tolerated and should be dealt with by the head coach and/or athletic director at their discretion. It is expected that student-athletes communicate with the coaching staff prior to missing practice including seeking academic help or makeup work. Student-athletes who are injured should still attend practice unless otherwise notified or cleared by their head coach.

3. Cannon School student-athletes, parents, and spectators alike are expected to exhibit the highest level of sportsmanship at all athletic events (home and away).

4. No athletic jerseys will be worn to school without approval from the appropriate dean.

5. Upper School Athletes and Middle School Athletes must be in attendance for at least three periods of the school day in order to participate in a sporting event (practice or game) that afternoon.

6. Varsity Athletes: This is a Varsity sport and the objective is to play to win within the guiding principles of commitment, effort, skill, teamwork, respect for coaches and teammates, and attitude. Items 7-17 below outline precisely those guiding principles.

   Middle School and JV Athletes: We have two goals: (1) to teach and inspire our athletes to compete and (2) to develop our athletes of all talent/skill levels. While the scoreboard is not as important in MS or JV sports as it is in varsity sports, play time will be determined by the guiding principles of commitment, effort, skill, teamwork, respect for coaches and teammates, and attitude. Items 7-17 below outline precisely those guiding principles.

7. Coaches should not be expected to discuss playing time or positions with parents. We will discuss them with players in private, but not during practice or game times. Come to practice early or stay late to have these discussions with Coach.

8. Playing time is determined by performance, attitude, and commitment. Starting, or even playing, is not an inherent right. It is earned. “Why didn’t I start?” or “Why didn’t I
“What can I do to earn more playing time?” is definitely a legitimate question. After getting that answer, “Coach, will you help me with my (insert skill here) before or after practice?” is also a great question. Also, commitment on your own to improve those things is also critical.

9. If players expect to get better, they should be playing and practicing other than during the school season.

10. (example here is baseball or softball) The team has more than 9 players. Only 9 players can play at one time. Coaches will give every player opportunities at various times. Performance, commitment, and attitude earn more play time.

11. Players are expected to support their teammates enthusiastically at all times.

12. Coaches should work hard at all times. Players are expected to do the same. Not sometimes. Not most of the times. ALL TIMES.

13. This is a game. It’s supposed to be fun.

14. Players are expected to take coaches comments constructively. They are coaches. They are supposed to coach. Sometimes that means we tell players that they are doing things incorrectly or unacceptably. Players are expected to take coaches comments respectfully and to try to improve.

15. Players are expected to take care of and manage equipment, facilities, and locker rooms.

16. Players are expected to express concerns or questions they may have to coaches in one-on-one discussions. Negative discussions about the team ultimately serve to have negative results on the performance of the team.

17. Coaches do not want to see players cell phones anywhere on the field or in the dugouts or on the track or on the course.

**Cannon athletic teams will have the following game day dress options (coach’s decision):**

- a. Upper School male athletes will wear collared shirts, ties, and dress slacks. Team polos/shirts are also acceptable for game day dress. The decision will rest with the head coach.

- b. Middle School male students must wear collared shirts and dress slacks. Team polos/shirts are also acceptable for game day dress. The decision will rest with the head coach.

- c. Middle School and Upper School Girls must wear dress skirts/dress slacks and blouse. Team polos/shirts are also acceptable for game day dress. The decision will rest with the head coach.

**XI. SCHEDULING**

Season schedules will be established by the Athletic Director and the Assistant Athletic Director. League contests will be set at CISAA/GCMSAA meetings after which additional contests may be added.
Head coaches are closely involved with scheduling, but ultimate decisions are made by the Athletic Director and Assistant Athletic Director.

The athletic department strives not to schedule any additional contests after the first week of try-outs except in special circumstances.

JV and Middle School schedules will be based on varsity contests due to concerns regarding facility planning and usage.

As a class 4A school, it is imperative that our teams compete against traditionally strong athletic programs and teams. As coaches, we must concern ourselves with the preparation necessary to compete with teams that may have more physical talent and experience than we do, while our athletes need to make the necessary adjustments in preparation, work ethic, and attitude.

Efforts will be made to limit the number of times that a Cannon team plays three contests in a week, as well as back to back away overnight weekends. Student-athletes are expected to plan ahead for major academic requirements.

Every effort will be made to schedule around standardized testing, major holidays, religious observances, and exams, as well as other Middle School and Upper School programs. There will be occasions where this is not possible.

XII. PHYSICALS, FORMS AND ROSTERS

The Athletic Department and medical training staff will confirm each player has an updated physical, concussion form and spirit of competition on file. **NO student may participate in in-season athletic activities without an updated/current physical exam and forms.**

Each coach must submit a potential roster before the start of each season to the Athletic Office. The complete roster is due 24 hours after the completion of tryouts, unless you are awaiting the end of another sport. In that case, your complete roster is due one week from the time of the last arriving player from another sport. **Rosters must be submitted with grade level for students and uniform number.**

XIII. DUAL SPORT POLICY

Participation of two sports in the same season must be approved by the athletic director, as well as by the head coaches of each of the two respective teams. Such an arrangement is highly unlikely to be approved by the athletic director. However, special cases may allow for dual sport participation. Sample criteria that would be involved in this decision include an agreement on practice participation on each team, specific game attendance details (since there will likely be games missed by one or both teams), an extensive consideration of the time constraints of the student-athlete, and the overall physical and academic demands required for the student-athlete to successfully participate on both teams. In general, the athlete cannot be expected to participate at an overall level that would exceed that of any other athlete participating on just one team.
Students are not permitted to participate on a sports team and take part in a school play/drama performance during their sports season.

XIV. TOBACCO, DRUG AND ALCOHOL POLICY

Cannon School has zero tolerance for the use of tobacco, alcohol and illicit drugs. Cannon School prohibits the use and/or distribution of alcohol, tobacco, or other illicit drugs on campus, on school trips, and prior to coming to school or a school trip. Consequences for violations of this rule are serious, including the possibility of suspension and/or dismissal from school. The athletic program believes use of these substances is contrary to the health and fitness of individual team members and the philosophy of the Cannon athletic program.

Team members are specifically prohibited from using or distributing alcohol, illicit drugs, or tobacco. Any student-athlete found not in compliance with this policy will face athletic department disciplinary action, including the possibility of suspension from and/or dismissal from the team.

Head coaches may impose additional penalties with the approval of the Athletic Director. A second violation will result in immediate dismissal from the team.

XV. INCLEMENT WEATHER/LIGHTNING POLICY

On days when the weather does not allow Cannon School to open, there will be NO practices or games unless there is special clearance from the Athletic Director. For teams that practice or play outside, the Athletic Director will make the final decision on whether a game or event will take place due to inclement weather. This decision will be made as early as possible to allow student-athletes the opportunity to communicate with their parents. If the Athletic Director is not available, the Assistant Athletic Director will make this decision. If neither the AD nor the Assistant AD is available, the head coach will consult with the Athletic Trainer in determining the final decision.

The National Weather Service has stated that lightning can strike up to a distance of 10 miles, with storms traveling in excess of 50 miles per hour. However, thunder can only be heard within a distance of 8 miles. Therefore, if you hear thunder you could be in immediate danger.

Cannon has a ThorGuard system which will notify all athletic participants and spectators of danger. When the ThorGuard siren goes off and the lights are on, everyone must seek shelter. Lights are on top of the upper school in the back of the building and on the scoreboard on the front field.

Thunderstorms have been known to pop up at anytime. The safety of student-athletes is the direct responsibility of the individual head coach, athletic trainer, and administrators in charge. It is their responsibility to notify visiting teams of our lightning policy and inform them where to seek shelter should there be threatening weather. Teams on the
front field should enter the building through the playground area into the After-School Care lobby. Teams on the track, tennis courts, or backfields should enter into Boswell Gym and/or Upper School Building. Athletes, coaches and spectators will not be allowed back outside until an “All Clear” signal has been given from the ThorGuard system.

The Athletic Director, in consultation with the Athletic Trainer, will make the final determination regarding Cannon teams exercising/practicing in the heat. The athletic training staff has the authority to make this determination.

Please consult www.ncisaa.org for further Health and Safety regulations that we follow. Lightning, Heat Acclimatization, and Concussions are issues that the Athletic Department (administrators, coaches, and medical training staff) take very seriously and make every effort to maintain current standards and procedures.

XVI. UNIFORMS, FACILITIES, AND EQUIPMENT

1. **Each coach is responsible to see that uniforms are issued and collected from each team member.** The Athletic Department, with the assistance of the Head Coach, will issue uniforms to the athletes.

2. Each coach will be issued equipment for his/her team by the Athletic Department at the beginning of the season. **This equipment must be returned to the Athletic Department within one week after the season has ended. Uniforms are often difficult or impossible to replace. Athletes who do not turn in uniform articles will be charged at least twice the replacement cost of the lost article.**

3. If a uniform or piece of equipment is lost or stolen from the team, please notify the Athletic Department immediately.

4. The coach is responsible for maintaining the cleanliness, function, and safety standards of the equipment.

5. Coaches are responsible for the security and the clean-up of facilities; meetings, practices, games, field, gym, classrooms, weight room, buses, etc.

6. Any equipment or uniform needs should be requested well in advance of the season.

7. The Athletic Trainer will issue coolers to each team. It will be the responsibility of the coach and players to make sure it is returned following practices/games.

XVII. TRANSPORTATION

1. A valid Commercial Drivers License is needed in order to drive the school buses. Obtaining this must be coordinated through the Athletic Director and
Cannon School Transportation Coordinator. Coaches who drive will be compensated. The Athletic Department highly encourages coaches to obtain a CDL and will help them with the cost of doing so.

2. If you have any questions or concerns regarding transportation contact the Athletic Office. **Any transportation requests will be handled through the Interim Director of Athletics for Operations.**

3. Player and managers MUST go to and from a contest with the team. A player is not permitted to drive him/her self or any other players to and from games unless approved by the appropriate administrator and the Athletic Director. Players are permitted to ride home with their parents provided the coach is informed by the player and/or parent. Parents must give permission for their child to ride with other parents. Cannon School will not be liable for violation of this rule.

4. Before leaving the school parking lot with a school bus look for anything out of the ordinary (oil leaks, low tires, warning gauges, tail lights out, dents, etc.)

5. It is the coach’s responsibility to make sure that each bus is cleaned after an away game. Leave the bus in the condition that represents your team well. If you stop to get something to eat with your team, make sure the bus is cleaned.

6. The **HEAD** Coach is responsible for the conduct of the athletes while they are on the bus and the condition of the bus upon its return to school.

7. If you are traveling and come back to school late, it is your responsibility to see that all of your athletes have been picked up or have transportation home.

**XVIII. OVERNIGHT TRIPS**

If Coaches are interested in taking an overnight regular season trip please see the Athletic Director and/or the Athletic Administrative Assistant for approval and to help coordinate the trip. **Only varsity teams will be permitted to schedule overnight trips for athletic contests.**

On teams with both male and female athletes, (ie. Cross Country, Track and Field) it may be deemed necessary by the athletic administration to have male and female adult chaperones. No Cannon School Athletic Team will be permitted to participate in an over night trip without the appropriate number of chaperones and approval of Athletic Director.

Please provide parents with information pertaining to departure and return, meal money, and other expenses needed for the trip.

Be sure that athletes understand expectations, curfews, and that all Cannon School rules are in place for the entire trip. Close supervision at the hotel site is required.
The Athletic Department will typically not cover any costs associated with regular season overnight trips. These costs will be divided evenly among team members. However, the Athletic Department will cover lodging and transportation costs for post-season contests (playoffs).

XIX. SPORTS CAMPS/OUTSIDE LEAGUES

1. No student is to be required to attend a summer team/individual camp to be a member of a Cannon School team.

2. The Athletic Department must be notified regarding any summer/off-season camps your teams will be attending.

3. If a team is attending an off-campus camp, the coach of that team MUST accompany the team to camp. None of these expenses for the student will be paid by the Athletic Department.

XX. COACHES’ PROFESSIONAL DEVELOPMENT

Coaches are strongly encouraged to attend coaching clinics aimed at improving individual coaching techniques and skills. The Athletic Department may cover the registration cost of requested clinics that coaches wish to attend. Coaches may request and apply in advance for assistance for travel cost and any lodging expenses.

XXI. OPEN GYM OR FIELD

a. Open gym or field must be scheduled through the Athletic Office.

b. Coaches are encouraged to provide opportunities for their athletes to continue developing their skills through open gyms and skill sessions. They should also encourage athletes to attend Strength & Conditioning workouts regularly. Coaches should also encourage athletes to participate in summer athletic activities (i.e.; clinics, camps, leagues, etc.) and provide necessary contact information for athletes and parents.

While we all recognize that improving requires significant off-season skill work and S/C work, at no time should participation in off-season skill development session be a requirement for continued participation on a school team; a practice environment should not be created in these off-season skill development sessions. All students in grades 7-12 are considered potential varsity participants and therefore are required to follow these guidelines. Any coach who promotes the idea that participating in off-season skill development sessions as required is out of compliance with the intent, spirit, and purpose of this rule.
Organizational meetings for the purpose of discussing policies or academics, distributing equipment or paper work prior to the beginning date of practice are allowed, but no sports instruction is permitted on those days.

Skill development sessions are restricted based on the number of athletes constituting a team and are limited to the numbers shown in the table in section V for each sport on any given date.

XXII. RECRUITING

Coaches are prohibited from engaging in acts that could be interpreted as unethical athletic recruitment. Recruitment of students is handled through the Office of Admissions. Please encourage potential student athletes and his/her parents to contact the Office of Admissions for more information.

The following is the NCISAA policy on recruiting:

Member schools shall not actively recruit athletes to play sports at their schools. In order to fully support the integrity of this premise, school heads and directors of athletics are to communicate directly with their counterparts at any school alleged to have violated the following best practices. In order to report an alleged violation, please see the Recruiting Violation Form in the Appendix of this Handbook.

Heads and AD’s should meet with all coaches to outline admission policies and procedures for the school.

Heads and AD’s should ensure that when a prospective student athlete contacts a coach, the student and family will be immediately referred to the admission officers of the school.

Heads and AD’s should mandate that if any school employee is aware of a violation of the NCISAA recruitment policy that they shall immediately notify the administrators of the school. The head of the school is responsible for reporting violations directly to the NCISAA office.

Heads and AD’s should mandate that if a prospective student athlete is a member of a non-school team coached by a school employee that school administrators be informed.

Heads and AD’s should inform school staff and coaches that the NCISAA may and will impose consequences upon a school found in violation. Note: When illegal recruitment allegations are made to the NCISAA office, the burden of proof will rest with the accusing school.

When a recruiting violation has been determined, the student athlete will be ineligible to participate in NCISAA games for one year. Any member school
found in violation will be placed on probation and will be ineligible to participate in NCISAA play-offs in any sport for one year. The team involved will forfeit any previously played games in that sport. A second incident demonstrating blatant disregard of this rule MAY result in a school’s expulsion from the NCISAA.

No non-family student may reside with a coach of the sport in which they both participate during the school year.

XXIII. TEAM PICTURES

A photo day will be scheduled for each team. The Director of Athletics will set up each team’s day and time. Athletes will have the opportunity to order and purchase the team photo.

XXIV. ADDITIONAL TEAM EXPENSES

In cases where team members are given the opportunity or required to purchase equipment (bags, t-shirts, etc.) through Cannon School, no cash or checks are to be collected by Cannon Coaches. Coaches must have prior approval from the Athletic Director to offer additional equipment, etc. to players. In addition, NO cash/checks will be collected by coaches for overnight trips. Please contact the Athletic Office for information on parent permission forms and student billing process.

XXV. AWARDS

In varsity sports, the individual varsity team coaches determine if an athlete earns a varsity letter or a certificate. The criteria depend on the sport. First year letter winners will receive a letter. Athletes receive pins for additional years spent on varsity teams.

Coaches from each JV and varsity team will determine three awards for their players at the end of their respective seasons. The awards vary but examples include:

{Most Valuable Player, Most Improved Player, and Coaches Award}
{Offensive MVP, Defensive MVP, Coaches Award}

These awards will be distributed at the end of the season to each player, preferably at a team event organized by the coaches or parents of the team. There will NOT be an all-team Awards Ceremony each season.