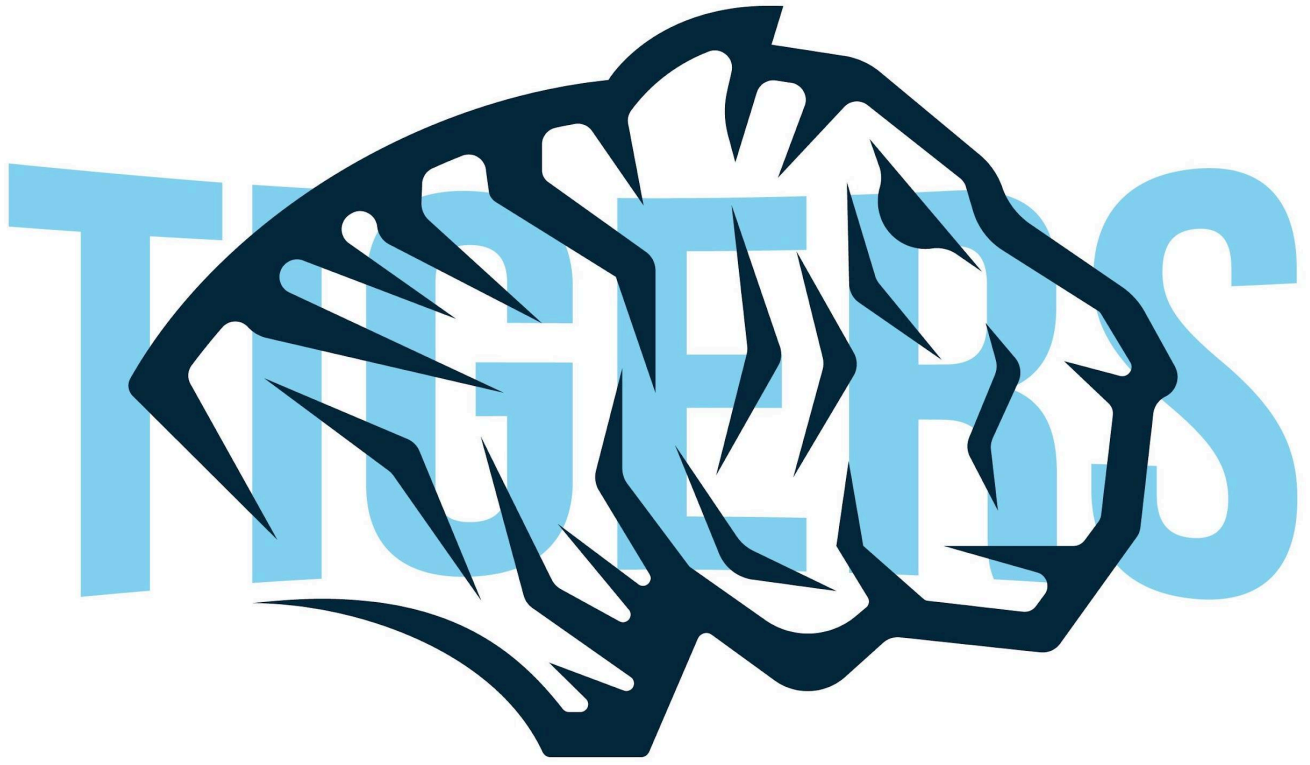




Student Athlete Handbook

SPORTSMANSHIP IS EVERYONE'S RESPONSIBILITY

A message from the Executive Director of the Minnesota State High School League

Dear Parents:

Good sportsmanship is the attitude and behavior that exemplifies positive support for the interscholastic athletic and activity programs of the Minnesota State High School League's member schools, as well as for the individuals who participate. People involved in all facets of interscholastic athletic and activity programs are expected to demonstrate respect for others and display good sportsmanship.

It is essential that student-participants, coaches, parents, student groups and fans in general are constantly reminded that Good Sports Are Winners! Sportsmanship is an important issue of concern in interscholastic athletics and activities. Positive experiences do not occur by chance, rather they are a result of the education structure, the right perspective, the right leadership and the true understanding of sportsmanship.

Good sportsmanship is not merely a campaign – it is the essence of what educational athletics and activities are about. Let all of us who have the opportunity promote the ideals of sportsmanship, so that today's students and tomorrow's citizens may build a better society.

The Minnesota State High School League and the Sportsmanship Advisory Committee trust that you will do your part in promoting good sportsmanship within your school and community. Remember, sportsmanship is EVERYONE'S responsibility!

Sincerely,

Eric Martis MSHSL Executive Director

ROLE OF THE PARENT

Much of the joy of being a high school sports parent comes from watching your children compete in athletic events. There are very few kids who are not bolstered by looking into the stands and seeing their parents cheering for them. As part of their responsibilities, parents should be involved in their child's educational process; this includes being actively involved in after-school activities. Fortunately, the majority of parents behave appropriately at school sporting events. But those who misbehave can spoil it for all the rest. It takes only a few out-of-control parents to ruin what should be a pleasant atmosphere into one that is stressful for everyone.

In addition to some of the obviously inappropriate actions, such as profanity, use of chemicals, throwing objects and the like, the following rules of thumb for personal behavior should be followed:

- Express interest, encouragement and support to your child and to the coaching staff.
- Learn the rules of the game so that you may understand and appreciate why certain situations take place.
- Lend a hand when a coach or school administrator asks for help.
- Recognize and show appreciation for an outstanding play or achievement by either team.
- Inappropriate and/or harassing comments should not be made to athletes, parents, officials or coaches of either team.
- Shouting out instruction or criticism may hinder the overall experience of the student-athlete.
- Negative comments and gestures of displeasure toward the coach, visiting team, or officials, only undermine the efforts of all involved.
- Remember that interscholastic athletics and activities are learning experiences for students and that mistakes are sometimes made. Praise students in their attempt to improve themselves as students, as athletes and as people, as you would praise a student working in the classroom.

Good sportsmanship among all spectators is a goal worth working for, but especially for parents, who have the obligation not only to control their behavior, but to also remind others around them of their responsibilities when necessary. When parents misbehave, it is the duty of other parents and school administrators to step in and correct the situation. A simple rule of thumb for all spectators to follow is that absolutely nothing in their actions should interfere with any youngster's enjoyment of the game.

We hope you'll join us by being a good sport always!

Source: Minnesota State High School League

COMMUNITY OF PEACE ACADEMY

Community of Peace Academy recognizes extracurricular activities play a role in the academic, social, physical and emotional growth and development of students by nurturing the following attitudes and skills within program participants:

- Positive self image
- Ability to work with others
- Leadership qualities
- Goal setting and follow-thorough skills
- Physical ability
- Healthy habits regarding mind and body
- Competitive experience and understanding of the value of cooperation
- The joy of learning
- Self-discipline
- Ethical standards

COMMUNITY OF PEACE ACADEMY EXTRACURRICULAR PHILOSOPHY

“Commitment to Excellence”

Tigers Athletic Commitment Statement:

Community of Peace Academy’s extracurricular programs is committed to maximizing our players’ potential on and off the field. Our “Commitment to Excellence” will focus on character, academic achievement, conditioning, mental preparation, fundamentals, and teamwork. Our “Commitment to Excellence” will focus us on becoming the most respected extracurricular program in Minnesota.

“Excellence is never an accident...choice, not chance, determines your destiny.”

GOALS

1. Represent Community of Peace Academy as best we can.
2. Have each person take something from our program that will help later in life.
3. Become the best extracurricular programs/teams we can.
4. Have fun!

PARENT/COACH COMMUNICATION

1. Player/Coach talk
2. Player/Head Coach and Athletic Director talk
3. Player/Parent meet with Head Coach and Athletic Director

Feel free to call anytime regarding injuries, school problems, or help you may need.

POLICIES AND PROCEDURES

SCHOOL ATTENDANCE

Participants must be in attendance at school by 11:00am in order to participate in practices or games. The Athletic Director and School Administrator will grant exceptions to this rule on an individual basis.

SCHOOL DISCIPLINE

A Participant, who receives a major violation listed in the Family Handbook, will not be allowed to participate in a practice or game the day of the suspension. Any school suspension will also result in an athletic suspension. Please see Extracurricular Activities Eligibility for further detail.

INJURY PROCEDURE

If an injury occurs during practice or game, a coach will make an effort to contact the Parent/Mentor. If it is an emergency, we will call 911 and contact you as soon as possible. Coaches will have an Emergency Action Plan established with the team.

All injured Participants will dress for practice and games unless your doctor or head coach decides it is not practical. If an injured Participant is required to get examined by a doctor, the injured Participant will not be allowed to return to participate until a medical release note from the doctor is provided to Community of Peace Academy.

Contact the School Nurse or Athletic Director regarding any questions concerning injuries.

IN CASE OF ILLNESS

The participant needs to contact the Head Coach through phone or in-person.

UNIFORM CARE

All Participants are to turn their uniforms in after each game. Uniforms will be washed and reissued the day of the next contest. Periodically, the Head Coach may request the participants to keep uniforms to wash at home. All uniforms should be washed in cold water and hang dried (do not put in dryer). **There will be a charge for any lost or damaged uniform (\$90 high school; \$50 middle school).**

GAME DAY DRESS CODE

On game days during school hours, Participants may wear business professional attire. This attire must adhere to the Community of Peace dress code found in the Family Handbook. Other sport-specific attire may be worn if coordinated by the Head Coach and Athletic Director. If students are not in the special game day attire, then they must wear the regular school uniform.

During games, all clothing under uniforms must be the same color as the uniform. Socks, headbands, armbands, and any other item worn must be school colors (Navy, Carolina or White).

TRANSPORTATION

Parents/Mentors are required to provide transportation to and from all athletic practices and games. If you cannot pick up your son/daughter, you must arrange for someone else to do so. Parents/Mentors, please contact the Head Coach on who will be picking up your son/daughter through a signed note or phone call. **Parents/Mentors understands if their son/daughter are not picked up on time this may lead to forfeiture of their privilege to participate.**

Community of Peace Academy Funded Transportation

When Community of Peace Academy provides transportation to contests, all Participants will be expected to ride to and from the contest. If an alternative form of transportation is requested by the Parents/Mentors, a signed note or verbal consent to the Head Coach is required. **No Participant will be allowed to drive or ride with someone else without this notification.**

Car Pools

Car pools may be organized with the help from Parents/Mentors. In the case of an accident, Community of Peace Academy will not be responsible for any injury occurred during a car pool.

EXTRACURRICULAR ACTIVITIES ELIGIBILITY

We are a member of the Minnesota State High School League. As a member, we must follow all of their bylaws. The Minnesota State High School League rules apply throughout the year and govern student conduct occurring on and off of school property. The Minnesota State High School League Bylaws may be viewed on www.mshsl.org and click on handbook. In addition to the State High School League bylaws, students must adhere to the following Community of Peace Academy regulations:

ACADEMIC ELIGIBILITY

All Participants must maintain a passing grade in all classes to be eligible. Grades will be checked throughout the season. Participants who do not meet the academic requirement will be ineligible. If Participants do not improve their grade(s), they will remain ineligible until their grade(s) meets the academic requirement. Ineligible Participants will not be allowed to participate in any practices or games. Participants may regain eligibility once grades improves to a passing score.

BEHAVIORAL ELIGIBILITY

Participants must follow the ideals of the school, the PeaceBuilder Principles and the Code of Caring Behaviors, while in school, in the community, and in extracurricular activities. Failure to do so will result in a suspension to be determined by the Activities Director and the Middle or High School Principals. Fighting will result in a suspension of six weeks or six contests; whichever is longer. A second violation of these rules will result in a suspension from the extracurricular activity for the remainder of the season.

Chemical Violation

A Participant shall not at any time, regardless of the quantity: 1) use or consume, have in possession a beverage containing alcohol; 2) use or consume, have in possession, purchase, sale or distribution of products containing or delivering tobacco, nicotine or other chemicals; 3) use or consume, have in possession, buy, sell or give away any other controlled substance or drug paraphernalia; or 4) use of products that are used other than its intended purpose to alter the central nervous system.

First Violation Penalty

The Participant shall lose eligibility for the next two consecutive interscholastic contests or two weeks, whichever is greater, of a season in which the student is a participant.

Second Violation Penalty

The Participant shall lose eligibility for the next six consecutive interscholastic contests or three weeks, whichever is greater, of a season in which the student is a participant.

*** If Participant receives a second violation in the same school year as the first violation, the Participant will be suspended from all athletic competition for the remaining of the school year.

Chemical Violation continued

Third or Subsequent Violation Penalty

- 1) The Participant shall lose eligibility for the next 12 consecutive interscholastic contests or four weeks, whichever is greater, in which the student is a participant.
- 2) A Participant who chooses to participate in a treatment program may become eligible for participation after a minimum period of six weeks after entering treatment if all of the following conditions are met:
 - a. The Participant is assessed as chemically dependent,
 - b. enters treatment voluntarily, and
 - c. The director of the treatment center certifies that the student has successfully completed the treatment program.
 - d. The treatment option cannot be used for the first or second violation.

Bullying Violation

The Minnesota State High School League rules apply throughout the year and govern student conduct occurring on and off of school property. If a student is found to have engaged in bullying, or in behavior that would be considered bullying if it occurred during the school year or on school property, the student may be found ineligible to participate in extracurricular and/or athletic events governed by the Minnesota State High School League.

Hazing Violation

Hazing activities of any type, including initiation into an athletic team, are inconsistent with the educational goals of Community of Peace Academy and are prohibited at all times. Hazing is about abuse of power and violation of human dignity. Hazing is a form of abuse and will not be tolerated. See Community of Peace Academy's Anti-Hazing Policy.

MEDICAL ELIGIBILITY

Minnesota State High School League requires all participants to have a physical exam on file. Physicals are good for three years from the date of the examination.

Concession Policy

Community of Peace Academy coaches and officials, whether paid or volunteer, shall complete initial and ongoing training on concussions as set forth below. See Community of Peace Academy's Policy for Concussion Management.

Required Forms

All participants must have the following forms on file:

1. MSHSL Eligibility Statement
2. MSHSL Physical
3. MSHSL Annual Health Questionnaire
4. CPA Extracurricular Permission Slip

If you check "Yes" to any question on the annual health questionnaire, the school reserves the right to have your son/daughter be cleared by a physician in order to resume participation. **A participant is ineligible until all forms are on file.**

Athletic Program Overview

The CPA Tigers Athletic Program offers multiple opportunities to participate in a competitive sport regardless of previous experience. This program provides qualified leadership, exceptional facilities, and the support systems student athletes need to achieve their personal and team goals.

Community Of Peace Academy is a member of the Minnesota State High School League and the East Metro Athletic Conference.

Avail Academy

Math & Science Academy (MSA)

Hmong College Prep Academy (HCPA)

Liberty Classical Academy (LCA)

Lakes International Language

Academy(BASKETBALL ONLY)

Groves Academy

Twin Cities Academy (TCA)

Academy for Science & Agriculture (AFSA)

Hiawatha Collegiate (HCHS)

Community of Peace Academy (CPA)

MSHSL Sponsored Activities

FALL

Cross Country

Boys Soccer

Volleyball

WINTER

Girls Basketball

Boys Basketball

SPRING

Badminton

ANTI-HAZING COMMUNITY OF PEACE ACADEMY POLICY No. 5.4.3

[NOTE: This policy largely replicates the Model Policy which has been developed by the Minnesota Department of Education and made available to schools pursuant to Minn. Stat. §121A.69.]

I. PURPOSE

Hazing activities of any type, including initiation into an athletic team, are inconsistent with the educational goals of Community of Peace Academy and are prohibited at all times. Hazing is about abuse of power and violation of human dignity. Hazing is a form of abuse and victimization.

II. POLICY STATEMENT

It is the policy of Community of Peace Academy to create policies that identify and prevent hazing practices to the fullest extent possible.

III. POLICY

- A. No student, teacher, administrator, volunteer, contractor, or other employee of Community of Peace Academy shall plan, direct, encourage, aid or engage in hazing.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school shall permit, condone, or tolerate hazing. This includes being aware that hazing has occurred in the past and not making clear to students that it is no longer acceptable behavior and will lead to disciplinary action. For example, if a school has a tradition of hazing new members of an athletic team, the staff members involved in that athletic team and school administration must make it clear to the current and new team members that hazing is not acceptable behavior and students involved in hazing will be suspended or expelled/excluded from school.
- C. Students or school staff/volunteers/contractors involved in hazing will be disciplined even if the student being hazed consents or appears to give permission or consent to being hazed.
- D. Students or school staff/volunteers/contractors involved in hazing will be disciplined for hazing that occurs on or off school property and during, before, or after the school day. This includes weekends and other non-school days.
- E. Students or staff involved in the hazing of students will be disciplined as described in this hazing policy.
- F. Administration will investigate all complaints or reports of hazing and will discipline any student, teacher, administrator, volunteer, contractor, or other employee of the school who is found to have been involved in the hazing of one or more students.

IV. DEFINITIONS

- A. “Hazing” is defined in Minn. Stat. §121A.69, Subdivision 1(a) as “committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person in order for the student to be initiated into or affiliated with a student organization.”
- B. Hazing includes any activity that humiliates, degrades, or risks emotional and/or physical harm, regardless of the person's willingness to participate. As set forth at www.stophazing.org, students in middle and high school are particularly vulnerable to peer pressure due to their need to belong, make friends, and find approval in a particular peer group.
- C. The term “hazing” includes but is not limited to:
 - 1. Any type of physical brutality such as striking, paddling with a board, branding, electric shocking, sexual contact, or placing a harmful substance on a student’s body.
 - 2. Any type of physical activity such as sleep deprivation, restrictions on personal hygiene, exposure to weather, confinement in a restricted area, public nudity, being forced to wear embarrassing or humiliating attire in public, calisthenics, personal servitude, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 3. Any activity involving the consumption of any alcoholic beverage, tobacco, controlled substance (prescription medication not belonging to the student, synthetic or illegal drug), product or other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation or that adversely affects the mental health or dignity of the student or discourages the student from remaining in school. This may include verbal abuse, such as yelling, swearing, and insulting the student.
 - 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of a charter school policy or a school regulation. This includes, but is not limited to, abuse or mistreatment of animals, public nudity, and theft.
- D. “Student Organization” as defined in Minn. Stat. §121A.69, subd. 1(b) “means a group, club, or organization having students as its primary members or participants.” It includes all grade levels, classes, teams, activities, or particular school events. Hazing, as part of initiation into an athletic team or any other student organization, will not be tolerated. A student organization may include an unofficial school organization.

- E. The hazing policy applies to hazing that occurs before, during, or after school hours and on or off school premises. This includes weekends and non-school days.

V. REPORTING PROCEDURES

- A. As set forth in Minn. Stat. §121A.69, subd. 3, school's hazing policy must include reporting procedures that enable students to report hazing and disciplinary consequences for violating the school's hazing policy.
- B. Any student who believes he or she has been the victim of hazing, or any student or staff person who has personally observed or has knowledge or belief that a student has been hazed, shall report the possible hazing immediately to Tim McGowan 7-12 Principal. That person can be contacted in person, by email at timm@cpa.charter.k12.mn.us or by telephone at 651-280-4583.
- C. The 7-12 Principal is responsible for receiving and investigating reports of hazing at the building level. Any person may report hazing directly to Community of Peace Academy's:
 - 1. Human Rights Officer: Bonnie Johnson, District Office Manager, bonniej@cpa.charter.k12.mn.us, 651-280-4587.
 - 2. Executive Director: Tim McGowan Executive Director, timm@cpapk12.org
 - 3. Athletic Director: Kenan Moore, Athletic Director, kenanm.@cpapk12.org
 - 4. School staff/contractors/volunteers or other employees of the school shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any person who receives a report of, observes, or has other knowledge or belief of conduct which may constitute hazing shall inform a Principal immediately.
- D. A student or school staff member who makes a good faith report of possible hazing will not face negative consequences, such as future employment, grades, or work assignments.

VI. SCHOOL ACTION

- A. When hazing is reported, the Principal must either personally investigate the hazing report, or authorize a third party designated by the school to investigate the hazing report. Community of Peace Academy must ensure that the investigation begins within 3 school days of receipt of a hazing report or complaint.
- B. The school may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of hazing.
- C. Upon completion of an investigation, the school will take appropriate action against students/staff that planned, directed, encouraged, aided, or engaged in hazing. School action

taken for violation of this policy will be consistent with applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act, and other school policies and regulations.

- D. As required by Minn. Stat. §121A.69, subd. 3, disciplinary consequences must be sufficiently severe to deter hazing and to appropriately discipline prohibited behavior.
1. For students involved in hazing, discipline may include, but is not limited to, removal from the athletic team or other school team activity, out of school suspension, exclusion, or expulsion.
 2. For school staff/volunteer/contractors or other school employees involved in hazing, discipline may include, but is not limited to, written reprimand, suspension, termination, or discharge.
 3. In addition, Community of Peace Academy may also offer students/staff involved in the hazing incident the opportunity to participate in a face-to-face meeting with affected parties of the hazing with the intent to repair the harm caused by the hazing, to make amends, and to make a plan to work with athletic and extracurricular coaches to prevent future incidents of hazing and encourage a welcoming approach for incoming members to the athletic or extracurricular team/activity.

VII. RETALIATION

- A. The school will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the district who retaliates against any person who:
1. Makes a good faith report of alleged hazing; or
 2. Testifies, assists, or participates in an investigation or a proceeding or hearing relating to a hazing incident.
- B. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

VIII. DISSEMINATION OF POLICY – HOW STUDENTS AND STAFF ARE NOTIFIED OF THE HAZING POLICY

- A. As required by Minn. Stat. §121A.69, subd. 3, the school's hazing policy will be printed in the Family Handbook and in the Athletic Handbook.
- B. In addition, the policy will be published so that parents and other community members can read and be educated about the school's hazing policy. This will include communication of the hazing policy to parents and students at all student organization orientation meetings and in the written communication sent home with a student participant.

- C. If applicable, the athletic director or other person responsible for athletics in the school must include in coaches' training a review of the hazing policy and stress that any hazing of members of an athletic team is not acceptable and will result in serious disciplinary action. The athletic director will also discuss with the coaches how to create a welcoming approach for new team members.
- D. The school must ensure that all coaches or teacher representatives of other teams, clubs, and student organizations, such as speech, debate, math, drama, student council, etc., receive training on the school's hazing policy and stress that any hazing of members of teams or clubs is not acceptable and will result in serious disciplinary action.
- E. Prior to the beginning of each school year, the school will review its bullying prevention, health promotion, social sciences, and other social skills curricula to ensure that education regarding hazing is included.
- F. At the beginning of each school year when the student handbook is provided to students, students will be informed of the hazing policy either in advisory classes, school-wide assemblies, or another mode of oral communication to emphasize that hazing is not allowed and will be punished severely. The oral communication will go over the definition of hazing and give examples.
- G. At the end of each school year and during the initial practices prior to or at the beginning of the school year, the coach of each athletic team will review the hazing policy with the current and new team members and stress that regardless of tradition, hazing is prohibited and will lead to serious disciplinary action.

Legal References: Minn. Stat. §124D.10 (Charter School Law)
Minn. Stat. §121A.69 (Hazing Policy legislation)
Minn. Stat. §§121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. §120B.232 (Character Development Education)

CONCUSSION MANAGEMENT

COMMUNITY OF PEACE ACADEMY POLICY No. 5.5.4

I. PURPOSE

The purpose of this policy is to work with the school and sports communities to make information available about the nature and risks of concussions; to rely on the training of coaches and officials regarding concussions through the appropriate governing body; and to authorize removal of athletes when a concussion is exhibited or suspected.

II. POLICY STATEMENT

Community of Peace Academy coaches and officials, whether paid or volunteer, shall complete initial and ongoing training on concussions as set forth below. Community of Peace Academy will make available to student-athletes and their parents/mentors concussion information.

III. DEFINITIONS

- A. “Concussion” means a complex pathophysiological process affecting the brain, induced by traumatic bio kinetic forces caused by a direct blow to either the head, face, or neck, or elsewhere on the body with an impulsive force transmitted to the head, that may involve the rapid onset of short-lived impairment of neurological function and clinical symptoms, loss of consciousness, or prolonged post-concussive symptoms.
- B. “Youth athletic activity” means any sport or other athletic activity related to competition, practice, or training exercises that is intended for student-athletes and at which a coach or official is officially presiding.

IV. POLICY

- A. Community of Peace Academy shall provide information to all student-athletes and their parents/mentors regarding the nature, risks, and effects of concussions. The information provided shall be consistent with current medical knowledge from the Centers for Disease Control and Prevention.
- B. The Minnesota State High School League provides school coaches and officials involved in youth athletic activities training related to concussions.
- C. A coach or official shall remove a student-athlete from participating in any youth athletic activity when a concussion is exhibited or suspected. Once removed, the student-athlete may not return to participation until he or she no longer exhibits symptoms of a concussion and is evaluated by a trained provider who gives written permission to return to participation.

V. **PROCEDURE**

- A. Information regarding concussions shall be made available at the start of each school year to student-athletes and their parents/mentors, through website links or otherwise, and shall include the following:
 - 1. The nature and risks of concussions associated with athletic activity;
 - 2. The signs, symptoms, and behaviors consistent with a concussion;
 - 3. The need to alert appropriate medical professionals for urgent diagnosis and treatment when a student-athlete is suspected or observed to have received a concussion; and
 - 4. The need for a student-athlete who sustains a concussion to follow proper medical direction and protocols for treatment and returning to play.
- B. If a parent/mentor of a student-athlete must sign a consent form to allow participation in the youth athletic activity, the form must include information about the nature and risks of concussions.
- C. Each school coach and official involved in youth athletic activities must receive initial online training and online training at least once every three school years related to concussions, as directed by the appropriate governing body of the sport.

Legal Reference: Minn. Stat. §121A.38 (Concussion Procedures)

Community of Peace Academy
Extracurricular Responsibility Acknowledgement

IN ORDER TO PARTICIPATE, PLAYERS AND PARENTS/MENTORS MUST SIGN THIS ACKNOWLEDGEMENT PAGE.

I have read and understand the Community of Peace Academy Extracurricular Handbook:

Student Name (please print)_____

Student Name (please print)_____

Student Signature_____Date_____

Student Signature_____Date_____

Parent Signature_____Date_____

Parent Signature_____Date_____