



Athletics & Activities Handbook

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INTRODUCTION

Statement from the Activities Director

As a student at ACS, taking the initiative to take part in the ACS activities/athletic program is a step that we encourage everyone to take. It is also, however, a serious commitment and responsibility. Not only is it a commitment to our school, but it is a commitment to each individual also trying out for a team. Although participating on a team is a lot of hard work and commitment, it is also a great opportunity. Traveling to foreign lands representing ACS to compete in any event is an exciting and meaningful learning opportunity for students of all ages. It is also a great way to make new friends, stretch personal horizons, and learn about others.

It is important that we make sure that our students and parents understand the responsibilities involved and are making well-informed, parentally-supported decisions throughout the school year. Please take the time to read through the rules and guidelines so that you are well informed of the ACS sports & activities department policies. If you have further questions, do not hesitate to contact the coach or Activities Director: mhourani@acsamman.edu.jo

Thank you,
Mohamad “Mo” Hourani
Activities Director

Statement of Sportsmanship

The purpose of the Athletic Department at ACS is to provide a venue for students to compete in an environment that is safe, challenging, professional, and educational. Each athlete is given the opportunity to demonstrate his or her best athletic ability while maintaining a spirit of respect and cooperation with fellow athletes from various backgrounds.

Each sport offered at ACS involves students and adults in their different roles: these include the athletes, coaches, sports officials, and spectators. All those involved in the event are expected to uphold the same spirit of respect and cooperation. This spirit is demonstrated by fair play among athletes, positive encouragement from coaches, impartial judgments from officials, and respectful enthusiasm from spectators. The behavior of the adults is crucial to the successful educational aspect of the ACS athletic program.

The adults act as models for our athletes. Therefore, behavior that is disrespectful or degrading to the ACS standard of sportsmanship jeopardizes the purpose of the Athletic Department, and most of all, jeopardizes the quality of the experience for our athletes.

CODES OF CONDUCT

Spectators Expectations

Spectators' behavior and reactions play an important part in their school's reputation for sportsmanship. Spectators should remember that the competition is arranged for the teams and not the spectators. All spectators should embrace the following:

- Know and demonstrate the fundamentals of good sportsmanship.
- Respect, cooperate with, and respond appropriately to the judgment and professionalism of officials, all student-athletes (home and opponent), coaches, and other spectators.
- Censure fellow spectators whose behavior is inappropriate.
- Be positive toward student-athletes and coaches regardless of the outcome of the contest.

Spectators should consider the following inappropriate behavior:

- Verbal and/or physical abuse of officials, coaches, student-athletes, or other spectators.
- Berating officials, coaches, student-athletes, or other spectators through chants, signs, and/or cheers.
- Interrupting the competition by behaviors such as throwing objects onto the playing area, entering the playing area, and/or other disruptive behavior.

A spectator's failure to follow these expectations will result in disciplinary action that can include the following:

- Removal from the competition.
- Conference or hearing with school officials.
- Banning from future athletic competitions.
- Violations of the ACS Student Handbook will result in disciplinary action as outlined therein.
- Entering the playing area may result in a suspension from all future athletic competitions for one calendar year.

Parents' Code of Conduct & Ethics

- To embrace the highest ideals of sportsmanship, ethical conduct, and fair play.
- To show courtesy and respect to visiting teams, officials, teammates, team parents, peers, and coaches at all times.

- To support the coaching staff at ACS, refrain from undermining their authority or criticizing them in public, and approach coaches in private to discuss concerns or suggestions related to your child or the team.
- To refrain from entering the playing area (field or court), standing on the sidelines, or yelling instructions to the coach or players from the sidelines.
- To work with coaches to help adjust schedules, recognizing that some changes are beyond our control.

Grievance Policy

When problems, issues, or concerns arise, the following are to be contacted by the student-athlete him/herself in this order:

- Coach within 24 hours
- Director of Activities
- Sectional Principal
- Superintendent

Documentation of grievances should be created.

CONFERENCES

SAISA (South Asia Inter-School Association)

<http://www.saisaleague.org/>

The purpose of SAISA is to promote and coordinate regional professional development activities, academic and cultural festivals, athletic tournaments, and other events deemed appropriate by the member schools.

As educators committed to the ideal of realizing the full potential of each student, we believe the fundamental aim of SAISA is to promote the values of collaboration, creativity, sportsmanship, and fair and ethical competition.

While acknowledging the notion of 'winning' in sporting events and other competitions, a recognition more important is that students come together to participate in various activities in the truest spirit of cooperation and competition, and develop physically, emotionally, creatively, and intellectually through the sporting, academic and artistic experiences themselves.

We compete and participate in the following SAISA tournaments/events :

- Boys & Girls Volleyball
- Boys & Girls Swimming (6th to 12th Grade)
- Boys & Girls Soccer
- Band & Choir (Co-ed event)
- Art (Co-ed event)
- Boys & Girls Basketball
- Badminton (Co-ed event)
- Tennis (Co-ed event) Invitational
- Track & Field (Co-ed event)

SAISA Full Member Schools are as follows:

1. American Community School ACS Amman, Jordan
2. American School of Bombay ASB Mumbai, India
3. American International School Chennai AISC Chennai, India
4. Lincoln School LS Kathmandu, Nepal
5. American International School of Dhaka AISD Dhaka, Bangladesh
6. Overseas School of Colombo OSC Colombo, Sri Lanka
7. The American International School of Muscat TAISM Muscat, Oman
8. Karachi American School KAS Karachi, Pakistan
9. Lahore American School LAS Lahore, Pakistan
10. International School of Islamabad ISOI Islamabad, Pakistan

AAC (Amman Athletic Conference)

The Amman Athletics Conference (AAC) is a local conference that is made up of ten schools in Amman. The mission of the Amman Athletic Conference is to provide regular quality athletic competition in a well-structured environment for the students of the AAC member schools in Amman, Jordan.

AAC Goals

1. To foster a sense of enjoyment and achievement throughout all AAC tournaments.
2. To recognize that all participants should play to the best of their abilities.
3. Students should be encouraged to accept defeat gracefully and to celebrate success in a sporting manner.
4. To continue hosting friendly tournaments among the AAC members.
5. To establish and strengthen the AAC conference with friendly games and league tournaments
6. To adopt a constitutional framework relevant to the AAC needs
7. Provide and promote professional development (refereeing & coaching clinics) in as many sports as possible

We compete and participate in the following AAC tournaments/events at the U18, U16 & U14 levels:

- | | |
|---|-------------------------------|
| ● Cross Country (Co-ed event) | ● Boys & Girls Soccer |
| ● Boys & Girls Volleyball | ● Boys & Girls Basketball |
| ● Boys & Girls Swimming (6th to 12th Grade) | ● Badminton (Co-ed event) |
| | ● Track & Field (Co-ed event) |

AAC Full Member Schools are as follows:

1. Amman Academy (AA) 2009
2. Amman Baccalaureate School (ABS) 2009
3. American Community School (ACS) 2009
4. International Academy Amman (IAA) 2009
5. Kings Academy (KA) 2009
6. International Community School (ICS) 2011
7. Baptist School of Amman (BSA) 2011
8. Mashrek International School (MIS) 2013
9. International School of Choueifat (ISC) 2024

Activities and Events Organization Outside of SAISA & AAC

We compete and participate in the following activities outside of the SAISA and AAC conferences at the high school and middle school levels:

Model United Nations (HS & MS)

MUN students try out for the MUN travel cohort 2 months before the date of the conference. The expectations for the time commitment and travel for this activity align with SAISA activity trips.

During the 2025-2026 school year, our students attend:

High School Only

BERMUN <https://www.bermun.de/> **November 19-22**

International Schools Theatre Association (HS & MS)

ISTA Mission Statement - "We bring together young people, artists, and teachers from different countries in different settings to experience and learn about theatre, culture, and each other. This results in exciting theatre and develops innovative practice at a range of international festivals and training events. We value diversity and collaboration, celebration and play, friendship and collegiality."

ISTA Website- <https://ista.co.uk/>

GENERAL INFORMATION

Athletic Age & Grade Eligibility

ACS complies with the eligibility standards set by SAISA and the AAC. The ACS Athletic age/grade eligibility policy is as follows:

- **SAISA Travel:** Primarily for grades 9-12 (Swimming/Track and Field G6-12). However, pending approval a student may travel for a SAISA event.
- **Under 18:** Students in grades 9 and above, and who are under 18 years of age as of September 1 of the academic year in which they are competing.
- **Under 16:** Students in grades 8 and above, and who are under 16 years of age as of September 1 of the academic year in which they are competing.
- **Under 14:** Students in grades 6 and above, and who are under 14 years of age as of September 1 of the academic year in which they are competing.
- **Middle School:** Students in grades 6 – 8 only.
- **Student Coaches:** Students in grades 9 – 12. Students on SAISA and U18 teams are given priority over U16 athletes for coaching positions.

Attendance Policy for Student-Athletes

The following are regulations concerning school attendance and participation in sporting and activity events. Failure to follow these regulations will result in the athlete being ineligible to participate and/or travel for extracurricular activities. Requests for exceptions must be brought to the attention of the Director of Activities before competitions (or travels) begin:

- Athletes must attend school (min half day) on the day of a game.
- Athletes must attend school on Thursday to be eligible for competitions on the weekend. Athletes suspended from school may not participate in practices or competitions until they are reinstated into their regular classes.
- If the departure time for an away competition is before the school day begins the athlete must have attended school the previous day. When returning from a school trip if the flight arrival time is after 10:00 pm, students should be in school 10 hours after their flight arrival time. Morning flight arrivals require students to be in school on the same day as arrival. If this rule is broken students will not be eligible to travel during the season directly following the season in which the infraction occurred.
- Athletes must attend all classes the day after returning from a SAISA trip. If they fail to meet this policy they may not be allowed to travel during the following semester.

Time Commitments for Student-Athletes

Participation in competitive team sports involves a considerable time commitment on the part of athletes. Practices are held after school (or sometimes before school) and often on the weekend. Generally speaking, the varsity, U18, & U16 teams practice four times per week

for six to eight weeks. The U14 and middle school teams usually have two practices each week for five weeks. All schedule details are determined in advance in each team's schedule with minimal changes throughout the season.

- Students selected to teams are expected to attend every practice and game. They cannot miss any more than two practices during the season and expect to remain with the team. If athletes must miss a practice or game, they are expected to personally notify the coach 24 hours in advance. Exceptions will be made for illness and family emergencies.
- Missing a practice because of a forthcoming test is not an acceptable excuse. The sports schedule is produced well in advance. It is the student's responsibility to plan their homework and study schedule around their commitment to their team and teammates.
- Students participating in sports will miss valuable class time due to travel commitments for SAISA competitions. The faculty is aware of sports schedules and will help students balance their academic program with their sports participation. However, the onus is on the student to advise teachers in a timely manner of their pending absences, to collect homework assignments, to arrange for make-up tests, to borrow class notes from classmates, and to generally keep up with all aspects of academic responsibility.

Team Designations

SAISA Travel

All SAISA sports seasons will culminate with an International Tournament hosted by one of the SAISA member schools. These seasons will coincide with the U18 season of that sport when possible. To learn more about SAISA please visit the conference website. <http://www.saisaleague.org> (8-week season/ practice 4 days a week/ season culminated with an International Tournament at one of the SAISA member schools)

Under 18

These seasons will be in line with the Amman Athletic Conference sports seasons. Athletes will have the opportunity to try out for the U-18 team and the Varsity team for a sport if they meet the age requirements. (6-8 week season/ practice 4 days a week/ season culminated with an AAC Tournament)

Under 16

These seasons will be in line with the Amman Athletic Conference sports seasons. Athletes will have the opportunity to try out for the U-16 team and the Varsity team for a sport if they meet the age requirements. (6-8 week season/ practice 4 days a week/ season culminated with an AAC Tournament)

Under 14

These seasons will be in line with the Amman Athletic Conference sports seasons and will follow the middle school sports season for that sport. Students must participate in the corresponding middle school sports club to be eligible to participate. (5-week season/Practice 2 days a week/ season culminated with an AAC Tournament)

Middle School

Sports and activities for this age group are designed to promote participation and are run similarly to an intramural program. Teams are coached by the middle school sports coordinator for that sport and the high school student coaches. There will be no cuts and students will not compete against AAC schools. (5 week season/ Practice 2 days a week)

Student Coaches

Members of the U18 and U16 sports programs have the opportunity to volunteer as coaches for the middle school sports club teams. Student coaches are required to commit to all 10 sports club practices and will receive 15 community and service hours for a full commitment. (5 week season/ 2 days a week)

Team Selection Processes

SAISA & AAC guidelines restrict the number of players permitted to travel and participate. As a result, it is necessary to have tryouts and team selections. Tryouts will take place during the first week of the season for three to four days.

To try out students must:

- Have a sports physical completed by a licensed physician and submit the physical examination form to the high school office or Health center
- Submit the Medical Information Form to the high school office.
- Be willing to host 2 visiting students during the SAISA events hosted by ACS during that school year. (pending that SAISA does homestays)
- Have all appropriate equipment (ex: shin guards, proper footwear, goggles/ competition swimsuit)

Team members will be selected using the following criteria:

- “Coach-ability”
- Physical ability & skill
- Overall attitude & approach
- Past experience and participation in ACS programs

At the U16 & U14 levels, the goal of the athletic department is to continue to develop players. However, roster size does play a role and cuts are sometimes needed for tournament

preparation and safety. At the SAISA and U18 team level coaches must follow the roster guidelines set by the SAISA and AAC conferences.

Uniforms

Team uniforms are checked out to student-athletes at the beginning of each season following team selections. Each athlete will be responsible for returning their cleaned uniform at the conclusion of the season.

Care – It is important that ACS teams are always well presented. For example, if the white uniform becomes grey, the presentation is poor. Please take care when washing your uniforms: wash in cold water, hang to dry, and do not mix with clothes that may affect the color.

Team Appearance – All ACS teams must look like a team! Team uniforms should only be worn during competition. Team uniforms are not to be used for practices. Non-uniform clothing is not permitted. Other sweatshirts, t-shirts, sweatpants, and caps are not allowed.

Scorpion Hoodie – Students who represent ACS in any official competition or event will receive a unified *Scorpion Hoodie*. This hoodie reflects school pride and collective identity, replacing individual team-specific hoodies. It is to be worn during competitions, events, and travel where students act as ambassadors of ACS. The hoodie is ordered through the Activities Office and is a privilege to receive.

Lost Uniforms – If a student-athlete loses their uniform, they will be charged for the cost of the uniform plus an administrative fee for replacement.

Travel

Travel arrangements for ACS teams are made by the Director of Activities through the business office. Details of travel arrangements are provided to the student-athlete and parents at the beginning of the season.

Travel Commitment Form - Following the selection of teams parents are sent an electronic form detailing the financial commitment and asking for student passport details. When this form is completed and submitted the student athlete is fully committed and plane tickets are purchased.

Parents are required to cover the associated costs of their son/daughter's activity in the event that their child makes the team. This holds true even if your child is not able to travel with the team for reasons such as academic concerns, family emergencies, or illness. If the school purchases the ticket on behalf of your son or daughter, you will be responsible for 100% of the payment of the ticket.

Travel Forms - Students will not be permitted to travel until the following forms are submitted to the Director of Activities. These forms are all found on the HS and MS principle blogs and are in the appendix of this handbook.

- ACS Travel Rules Form
- SAISA Code of Conduct
- SAISA Medical Form

Travel Information - All travel information including the flight itinerary, travel schedule, and necessary visa documents will be sent home to families at least one month before the travel date.

Travel Dress

Athletic Events

Scorpion Hoodie - Students representing ACS in any official competition or event will receive a unified *Scorpion Hoodie*. This hoodie reflects school pride and identity, replacing individual team hoodies. It is worn during competitions, events, and travel, and is considered a privilege to receive. Hoodies are ordered once through the Activities Office and do not need to be replaced annually. The Hoodie will be required for travel and will substitute for the traditional travel dress.

Athletics & Activities Awards

The awards for all sports and activities will be presented during the sports & activities banquet at the end of the year. The following awards are awarded for each sport & activity (when appropriate).

Most Valuable Athlete- the player that demonstrates over the course of the season the highest standards of competitive excellence and that has made the most significant contribution to the success of the team. He/she must have demonstrated intense, consistent effort while enjoying the competitive nature of the sport. The player must have played with poise, composure, and confidence, demonstrating emotional control without losing competitive effort.

Most Improved Player- the player that clearly demonstrates the most significant improvement during the course of the season in terms of ability. His / her skill level and technique will have progressed to a higher level and his / her contribution to the team will have noticeably improved.

The “AAA” Award and Sportsman/Sportswoman of the Year are career awards.

“AAA” Award- This award is given to celebrate students who demonstrate excellence in Activities, Academics, and Athletics. The recipients will need to meet the below criteria:

- The recipient must be a senior
- They need to have been enrolled at ACS for at least their Sophomore, Junior, and Senior years.
- The recipient must have been on the honor roll for the duration of their career at ACS.

This student needs to have participated in one SAISA activity and sport each year of their ACS career. MUN and Student Council both count as activities.

Sportsman & Sportswoman of the Year - The Varsity coaches select the outstanding male and female athletes of the year. Nominees must participate in at least two Varsity teams. Nominations are submitted with supporting evidence to the Director of Activities and coaches vote by ballot to determine the winners. Proxy votes are not considered.

The recipients will receive a plaque and will have their names recorded on a larger plaque that remains in a school trophy case.

Disciplinary Procedures

All student-athletes & activity participants are expected to abide by all ACS school rules, rules of hosting schools, and the ACS/SAISA code of conduct.

- If a student violates the Scorpion Code of Conduct during a local event the Director of Activities will consult the coach/advisor and decide on an appropriate course of action.
 - When a student athlete/ activity participant does violate the code of conduct the athletic and activity director reserves the right to remove that student from their sport or activity for the duration of that season.
- If a student violates any of the travel rules they may be banned from traveling on all ACS trips for the period of one year depending on the degree of their involvement. This ban is effective through the event where the rules violation occurred the following year.
- Seniors in violation of the above rules will not be allowed to participate in prom and all pre-graduation activities. ACS will also notify the university/college about the incident depending on the severity of the rule infraction.
- The high school principal will determine consequences according to school and Board policies taking into consideration the seriousness of the infraction, the degree of involvement, and past history.