

**2020-2021**  
**Legacy Early College**  
**Athletic Handbook**





## Legacy Early College

*Home of the Lions*

900 Woodside Avenue

Greenville, SC 29611

HS Principal – LaCheryl Smith

MS Principal – Idasa Cobb



## Legacy Early College Athletic Handbook

### ***Purpose:***

This handbook is to be used by all parents and student-athletes of Legacy Early School as an extension to the Legacy Early College Coaches Manual. Changes and additions to this handbook can occur at any time. If a question arises about said policy, then the parent should contact the Athletic Director for clarification.

### ***Mission Statement:***

To provide a variety of athletic opportunities that will contribute to the development of the overall scholar-athlete. Athletics is an integral part of the educational experience. This experience will provide a learning environment and an opportunity for student-athletes to develop their leadership potential. The LEC Athletic Department will encourage scholar-athletes to demonstrate a winning effort, great sportsmanship, and demonstrate respect for all.

### ***Athletic Program Goals:***

- To promote the development of good health and positive character of each athlete through the values of self-discipline, teamwork, competition, leadership, time management skills, fair play, ethical behavior, high academic standards, and an overall commitment to personal excellence.
- To provide safe, supportive, and knowledgeable coaching to promote the physical, mental, social, and emotional well-being of the athlete.
- To help students and parents understand the responsibilities which accompany the opportunity and privilege of sport and team participation by providing a model of good sportsmanship.
- To clearly communicate behavioral expectations and to enforce consistent consequences for violations of school rules and regulations.
- To provide a positive and meaningful experience for all athletes.



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# REQUIREMENTS FOR PARTICIPATION

- A. **Physical Examination:** A yearly physical examination is required. The physical exam form must be completed by a physician and uploaded to Register My Athlete prior to participation. The physical covers all sports for the entire school year provided the examination occurred on or after April 1<sup>st</sup> of the previous school year.
- B. **Parent Permission:** The reverse side of the physical exam is a parent's permission form. This form must be signed by a parent or guardian and given to the athletic director for filing.
- C. **Academic Eligibility:**
- High School Guidelines***
1. A student, while participating, must be a full-time student as determined by guidelines set forth by the State Department of Education. A student who is repeating a course for which he/she has previously received credit cannot count this course as one required for eligibility. This is considered as monitoring a course.
  2. Scholar-Athlete must be enrolled in the Legacy Early College School District.
  3. To participate in interscholastic athletic activities, students in grades 9-12 must achieve an overall passing average in addition to the following:
    - To be eligible in the first semester a student must pass a minimum of six Carnegie units applicable toward a high school diploma during the previous year. At least two units must have been passed during the second semester or summer school.
    - To be eligible during the second semester the student must meet one of the following conditions:
      - a. If the student met first-semester eligibility requirements then he or she must pass the equivalent of two units during the first semester.
      - b. If the student did not meet first-semester eligibility requirements then he or she must pass the equivalent of three units during the first semester.
  4. If scholar-athlete grade drops between 79% - 72% then scholar-athlete will be placed on a two-week probation status in which the scholar-athlete must attend mandatory study hall until the grade is 80% or above. Failure to raise the grade above 80% will result in the scholar-athlete being suspended from the team.
  5. If scholar-athlete grade drops below 72% then the scholar will be suspended from the team and will have to attend mandatory study hall until the grade rises above 80%.

***Middle School Guidelines***

Academic requirements for students enrolled in the seventh and eighth grades, including the first-semester 9th graders, are:

1. Students passing the sixth, seventh, and eighth grades by academic promotion pursuant to district policy are considered as having met the requirements for academic eligibility for the first semester.
2. Students in grades seven and eight must be meeting the school promotion policy at the end of the first semester in order to be eligible for the second semester.



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3. A seventh or eighth-grade repeater shall not be eligible during a school year if academic requirements for promotion were not met during the previous year.
4. A student who previously failed the seventh or eighth grade is eligible during the second semester if he/she has satisfactorily passed first-semester work.
- D. **Athletic Insurance Fee:** Each scholar-athlete who participates on a team is required to pay a \$50 fee one time per year before he or she will be allowed to participate. This fee covers all teams that a scholar-athlete participates in. This process is completed on Register My Athlete
- E. **Parents Acknowledgement of Athletic Policies:** Completed via e-signature on Register My Athlete.
- F. **Parent Consent to Treat /Liability Form:** Completed via e-signature on Register My Athlete.
- G. **COVID-19 Waiver Form:** Completed via e-signature on Register My Athlete.
- H. **Social Media Policy Form:** Completed via e-signature on Register My Athlete.

In 2019 our athletic department went paperless with the utilization of Register My Athlete. The link and the directions on how to use can be found at the end of this handbook.

### **Conduct of Athletes:**

A strong policy of enforcement is necessary to uphold the expectations/rules and standards of LEC's Athletic Department. The LEC community, school, administration team, and coaching staff value high standards of conduct and citizenship and believe they are imperative to maintaining a successful athletic program. The welfare of LEC scholars is our main concern and supersedes all other considerations.

- Each coach establishes rules and guidelines that govern his/her team(s) and are approved by the Athletic Director and Principal. These guidelines are distributed to all players at the beginning of the season. These guidelines must be signed by both player and parent/guardian, indicating acceptance of the coach's stated policies.
- In accordance with the LEC guidelines for Disciplinary Probation, any athlete on Disciplinary Probation for the school is also on athletic probation for the duration of the probationary period.
- Any student who is suspended by the LEC Administration is ineligible to participate in any athletic activity for the suspension period and may be suspended for an additional 10% of the total number of regular-season games (a minimum of one game) of any in-season sport.
- Any scholar-athlete that is charged with any violation of law other than a minor traffic violation will be placed on temporary suspension from LEC athletic activities. Additional suspension or consequence may be assessed pending on investigation, guilt, or innocence of the scholar.
- Any scholar-athlete that is found guilty of a misdemeanor or felony will be dismissed from the LEC Athletic Program.



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*\*Suspension from the team means that scholar-athlete is not allowed to dress or participate in athletic contests or practices, but must attend and support the team with approval from School Administration. Dismissal from the team means that the scholar-athletes are no longer a part of the LEC team and athletic program.*

### **Substance Abuse Policy**

The athletic department fully endorses Legacy Early College's alcohol and drug policy. Violation of the school policy may result in athletic disciplinary action or loss of athletic eligibility.

### **Discipline Procedure**

The coach or athletic director may immediately suspend a player from contests or practices for up to five consecutive school days. A meeting of the athlete's coach and the Athletic Director shall determine any suspension period of more than five school days. The following will be required.

1. A written statement of violation by the Coach and notification to the Athletic Director.
2. Consultation with the parent or guardian or the representative, preferably by a meeting; and Consultation with the student-athlete.
3. No athlete will be immediately dismissed from a team. While this may be a result the athlete will not be dismissed until all procedures have been carried out.

### **Appeal Procedure**

The parent or guardian of the student-athlete may appeal the decision of the above committee to the Executive Committee. This committee shall be made up of the Principal, an Assistant Principal, the Athletic Director, and a neutral coach. The appeal will require the following:

1. The written appeal must be presented to the Athletic Director within five days of the initial ruling.
2. The student and parent/guardian shall have the privilege of attending.
3. The appeals committee shall render a decision within five school days, in writing, to the student and his/her parent or guardian.

### **Quitting a Team**

1. Quitting is an unacceptable habit to acquire. A quitter may lose the privilege of participating in athletics. On occasion, however, an athlete may find it necessary to drop participation in a sport for good reason. If this is the case, the following procedure must be followed:
  - A. Talk with your immediate coach and then the Head Coach.
  - B. Report your situation to the Athletic Director.
  - C. Check-in all equipment



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### **Quitting a Team cont.**

2. Unless there are unusual circumstances, an athlete will not be allowed to quit one sport and join another team. The sport the athlete has quit must have its season completed before the athlete may begin practice with another sport. If there are unusual circumstances both coaches concerned and the Athletic Director will decide if the athlete can join another team. The athlete should contact the Athletic Director to initiate this process. Failure to follow this procedure in quitting a sport can result in the loss of all athletic privileges for up to one year.

3. If a student leaves or is removed from a team under the dishonorable conditions described below, he/she shall become ineligible in all sports immediately. The Athletic Director, Principal, and Head Coach of the sport involved will determine the length of the suspension.

A. Smoking, alcohol and/or drug abuse

B. Vandalism

C. Theft

D. Conduct unbecoming an athlete as determined by the Head Coach and Athletic Director

E. Quitting a team and failure to follow procedures

F. Failure to return any or all equipment issued to the athlete by the LEC Athletic Department.

The athlete is held financially responsible for equipment

G. Suspension from school (In-School or Out-of-School)

H. Gang-related or legal charges in the community

### **Sportsmanship**

1. All athletes, coaches, parents, students, and fans will be expected to conduct themselves in an appropriate manner at all times according to the guidelines established by Legacy Early College Handbook.

2. Any student or coach ejected from a game must meet with the Athletic Director before resuming participation. Serious infractions of policy/conduct may result in termination.

3. If a student is ejected from an athletic contest for poor sportsmanship twice in a season, that student may be dropped from the team for the remainder of the season.

4. Fans that are disruptive or disrespectful will be escorted from the premises and may also be banned from attending future contests.

### **Attendance**

Scholar-athletes are not allowed to participate in athletics (practice or game) if they have an unexcused absence for the school day. Excused absences are beyond the control of the scholar with exception to illness. For example, medical appointments would receive an excused absence; the athletic department would require a confirmation note from the medical professional. A scholar-athlete who is absent or leaves LEC early due to illness is considered too ill to participate in athletics that day. A scholar-athlete who arrives late because of sickness must arrive by 11:00 AM to earn permission to participate in athletics for the day.



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### **Equipment**

School issued equipment is the responsibility of the student-athlete to whom it was issued to. The student-athlete is expected to keep it clean and in good condition. Loss or damage to any equipment is the student-athlete's financial obligation.

### **Travel**

All scholar-athletes must travel to and from LEC athletic events in transportation provided by the athletic department. Scholar-Athletes may return from a contest with their parent or guardian as long as the transportation release form is completed 24hrs prior to the contest. The form can be found at the end of this handbook or you can submit it electronically on our athletic website under "Travel Release Form".

### **Athletic Awards**

**Male Athlete of the Year:** Recognizing the year's most outstanding male athlete. This award is given to the athlete making the greatest contribution to Legacy Early College in terms of overall excellence in performance, leadership, and sportsmanship.

**Female Athlete of the Year:** Recognizing the year's most outstanding female athlete. This award is given to recognize the athlete making the greatest contribution to Legacy Early College in terms of overall excellence in performance, leadership, and sportsmanship.

**Male Scholar-Athlete of the Year:** Recognizing a male senior athlete, who has lettered in a minimum of one sport season and, in addition to excellence in athletics, has consistently maintained an outstanding academic record based on their GPA. The athlete must have maintained a 3.5 GPA on a 4.0 scale by the end of the third reporting period.

**Female Scholar-Athlete of the Year:** Recognizing a male senior athlete, who has lettered in a minimum of one sport season and, in addition to excellence in athletics, has consistently maintained an outstanding academic record based on their GPA. The athlete must have maintained a 3.5 GPA on a 4.0 scale by the end of the third reporting period.

**Most Valuable Player:** This award is given to recognize the athlete making the greatest contribution to his or her sport in terms of overall excellence in performance, participation, and leadership.

**Lions' Award (Coaches' Award):** This award is given to the athlete whose performance indicates the greatest degree of skill improvement, character development, and participation during the season.



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**Spirit of Legacy Award:** This is given in recognition of individual(s) from school and/or community that has contributed to the success of student-athletes or the athletic department as a whole.

**Super Volunteer Support Award:** Given in recognition of individuals from school and/or community for volunteer service to the Athletic program.

**Certificate of Participation:** Every athlete who completes the season should have something to show for his / her efforts. A certificate of participation is given if the athlete or manager has made a significant contribution to the team and maintained an **attendance between 60%-85%**.

**Athletic Lettering: Student-Athletes only get one letter regardless of how many sports they play. Every scholar-athlete does not receive a letter.**

As well as athletic letters student-athletes may be eligible for a number of other awards after completing a successful season. **All student-athletes must letter to receive these awards.**

**Sports Pins:** A pin denoting the sport given along with an athletic letter to first season athletes in the high school. The pin signifies the sport the athlete lettered in.

**Service Pins:** These are awarded to 2nd, 3rd, and 4th year lettering athletes as set out in the table below.

**Champion Pin:** This award is given to all tournament participants of a team that won a team championship: Basketball, Volleyball, Soccer, and Track & Field division.

## Chronology of Lettering & Pins: Who gets what when?

The first letter in a particular sport at LEC	1 <sup>st</sup> -year certificate	Varsity Letter	Sport(s) Pin
The second letter in the same sport at LEC	2 <sup>nd</sup> -year certificate	Service Pin	
The third letter in the same sport at LEC	3 <sup>rd</sup> -year certificate	Service Pin	
The fourth letter in the same sport at LEC	4 <sup>th</sup> -year certificate	Lion Pin	



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## LEGACY EARLY COLLEGE ATHLETIC REQUIREMENTS FOR EARNING A VARSITY LETTER

### **A. BASIC SCHOOL REQUIREMENTS FOR A VARSITY LETTER.**

- \* An athlete must participate in an athletic department community service project for each sports season in which they play a sport.
- \* An athlete must attend the sports banquet or they will not receive their certificate, letter, or any other awards. The only exception is if the athlete is excused by the coach before the banquet date.
- \* An athlete must not miss any games or events because of participation in a non-school club, recreational, or any other activity.
- \* An athlete must display sportsmanship and conduct which exemplify the school to his or her opponent, spectators, teammates, and officials and must conform to practice and game rules/regulations as established by the school and the coach of that sport.
- \* An athlete must conform to all training rules established by the coach for that sport.
- \* The athlete must return all equipment issued to him or her to the satisfaction of the coach and/or athletic director.
- \* In the event of injury or other legitimate extenuating circumstances, letter-winners will be made on the recommendation of the coach to the athletic director.
- \* Only one letter will be awarded to any athlete in attendance at Legacy Early College. When a letter is awarded to an athlete, the athlete will also receive a representative pin for that sport. Letter winners in more than sport will be designated by a representative pin for that sport. Athletes who have earned a letter in a sport for more than one season will be given a service bar for each letter awarded.
- \* Once a letter has been awarded, the athlete may at his or her own expense purchase a letter jacket.
- \* Certificates will be given to all team members who participated in the full season.

### **B. BASIC TEAM REQUIREMENTS FOR A VARSITY LETTER.**

- \* Played in 50% of all the quarters or halves played during the season for the following varsity
- \* Played and placed (when applicable) in at least one-half of all contests in the following varsity sports: Cross Country
- \* Cheerleaders must have cheered at 90 % of all contests in the following varsity sports: Girls and Boys Basketball.
- \* Managers who have served the varsity for two or more sports seasons and attend three-fourths of all games and practices.
- \* The head coach may recommend awards in special cases to athletes who have not met the lettering requirements.



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This handbook and the policies and procedures contained herein supersede any and all prior practices, oral or written representations, or statements regarding the terms and conditions of your participation as a scholar-athlete with LEC. We know this handbook doesn't cover every situation that may come about, but the Athletic Director along with the school administration will work together to make the right decision in the matter. By distributing this handbook, LEC expressly revokes any and all previous policies and procedures which are inconsistent with those contained herein.



## Instructions For Parents

**Register My Athlete** allows parents to register their athletes for sports online. Here are some basic steps to follow when registering your athlete for the first time:

- 1. Find Your School:** Find your school by going to <http://registermyathlete.com/schools/>, selecting your state, and finding your school. Click on the school to continue to the next step. Schools are encouraged to make a direct link from their school's website.
- 2. Create an account:** Now begin creating your account by clicking the "Create An Account" button. After filling in the required information the system will automatically log you in and you will be required to accept the terms of use.
- 3. Add a new athlete:** The next step is to add an athlete. You can do so by clicking the "My Athletes" tab on the left-hand side of the page or by clicking "Add Athlete" underneath the "My Athletes" tab. This only needs to be done once during your athlete's entire career at a school. The information entered here will carry over from year to year. This information includes your athlete's contact information and medical information.
- 4. The athlete's profile:** After you've created your athlete

you will be brought to their Profile page. This page is a summary of their info and involvement.

5. **Register for a sport:** Click “+ Register For A Sport” to begin registration, you will be asked to choose which sport your athlete is registering for.

6. **Your registration checklist:** This page shows the status of your athlete's registration. You will be asked to complete several steps to complete registration including agreeing to documents and completing the physical.

7. **Physicals:** Physical documents should be completed by the parents (or medical professionals as needed). Parents have the ability to upload these physical documents to the system. Uploaded documents will need to be verified by the admin at the school prior to being accepted as complete. (If a document upload is rejected for any reason, the parent will receive an email with the rejection reason. After the error has been corrected, parents will be able to re-upload the document for verification.)

8. **Complete registration:** Your registration is complete once all items on the checklist have been completed.

9. **After registration:** After registration is complete, you can log in at any time to view the status of your athlete and their participation on the team.

### **Additional Athletes**

Under the same account, repeat steps 3-9 to register additional athletes.

### **Future Seasons & Years**

Once your athlete has been added to your account, you only need to follow steps 5-8 to register them for another sport.

# LEGACY EARLY COLLEGE ATHLETIC TRAVEL RELEASE

(Instructions: Parents, fill out the form, **turn into the Athletic Department** for A. D. Approval)

This is to certify that \_\_\_\_\_ has my permission to ride  
Student's name

**(to-from-both)** the \_\_\_\_\_ athletic contest on \_\_\_\_\_ 20  
**(circle one)** Sport Date

at. I certify that I am personally transporting the Location of contest  
above named student, or have arranged for transportation with an adult (non-student) of my  
choosing for this student. The reason for not riding the bus is \_\_\_\_\_  
\_\_\_\_\_.

I understand that Legacy Early College Athletic Rules require that students ride the buses to and from all  
athletic events and a departure from this requirement will release Legacy Early College from all liability for  
any adverse results that may occur. I agree to release Legacy Early College and its employees and officers  
from all liability with reference to the above-stated transportation.

\*\* This form must be on file in the athletic office prior to the dismissal of school on the day before the  
contest. \*\*

\_\_\_\_\_  
Signature of parent or guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Coach's Approval Signature**

\_\_\_\_\_  
**A. D. Approval/Disapproval Signature**