

# SHORT PUMP MIDDLE SCHOOL



**2019 - 2020**

## **ATHLETIC HANDBOOK**

Welcome to Short Pump Middle School! I am so excited that you have decided to try out for an extracurricular sport. As a former collegiate athlete, I understand the incredible role that athletics can play in your life now and in the future. I encourage you to practice hard, play hard, and have fun!!

This handbook is to inform you of the specific policies and regulations for interscholastic athletics at Short Pump Middle School. You and your student athlete(s) must sign the Acknowledgment and Consent form (page 9) and return it to the team coach.

On behalf of the coaching staff, we wish you a great season! Go Pumas!

*Kim Sigler, Principal*

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If you have any questions regarding the handbook please contact:

1. Your child's coach
2. Athletic Director – Jimmy Milcarek ([jrmilcarek@henrico.k12.va.us](mailto:jrmilcarek@henrico.k12.va.us))

# MIDDLE SCHOOL ATHLETIC PROGRAM CALENDAR 2019-2020

Sport	Practice Begins	Season Ends	Days
<b>FALL</b>			
Girls' Basketball	9/04/19	10/24/19	35
Boys Soccer	9/04/19	10/24/19	35
Girls' Tennis	9/04/19	10/24/19	35
Football	9/04/19	11/06/19	42
Cheer	9/04/19	1/15/20	
<b>WINTER</b>			
Boys' Basketball	11/11/19	1/15/20	33
Wrestling	11/11/19	1/16/20	34
Gymnastics	1/21/20	3/16/20	38
<b>SPRING</b>			
Track Boys & Girls	3/19/20	5/21/20	39
Softball	3/19/20	5/20/20	38
Baseball	3/19/20	5/20/20	38
Boys' Tennis	3/19/20	5/20/20	38
Girls' Soccer	3/19/20	5/20/20	38

**The number of days reflects school days only.**

Sport-specific rubrics will be used to evaluate student athlete skill sets for each team's tryout. Teams will be determined by the cumulative rubric scores from the team's tryout.

## Tryouts

Tryouts are closed, only student athletes and coaches may attend.

Each sport is different and each coach has their own goals, expectations, and visions. Henrico County's athletic mission is to train and compete with fairness and good sportsmanship. Teams will be selected to fit that model.

Tryouts will begin based on the calendar above. These dates could differ and will be clarified through communication shared through weekly school communication, Instagram postings, and the school's announcement systems.

Where there is a high student interest, tryouts may be broken into separate days, usually by grade level. Every student will receive a minimum of three days of tryouts. Students that do not attend tryouts during the prescribed tryout dates risk the possibility of being cut. Any students that miss

the tryout window through sickness, vacation, etc. must contact Mr. Milcarek, ([jmilcarek@henrico.k12.va.us](mailto:jmilcarek@henrico.k12.va.us)) the athletic director to make arrangements for a varied tryout session. This is at the discretion of the athletic director and will be judged on a case by case basis.

At the end of the tryout period, coaches will schedule meetings with student athletes to discuss individual player strengths and weaknesses. Every student will be given feedback on their tryouts.

Students that do not make the team may be asked to be managers/assistants.

## Eligibility/Scholastic Requirements

*Requirements mirroring VHSL standards for student athletes.*

Fall and Winter Sports - Students must have matriculated to the next grade level to be eligible.

Gymnastics and Spring Sports - Students must have passed English, Math, Science, and Social Studies to be eligible to try out/participate in an interscholastic sport.

Students should not have reached the age of 15 on or before August 1 prior to the start of the school year.

All middle school student-athletes must maintain a minimum of a 2.0 GPA. A semester or cumulative GPA may be used to determine eligibility. Sanctions for not meeting the minimum GPA requirement are as follows:

- **6th grade student-athletes** will be informed of the 2.0 minimum GPA requirement in an effort to prepare them for participation in athletics in future years.
- **7th grade student-athletes** who meet the minimum MSAC requirements will be able to try out and participate with less than a 2.0 GPA. A 7th grade student-athlete cannot participate in competition until his/her grades have increased above a 2.0 GPA. School administrative staff will conduct a grade check two weeks after the season begins to determine full eligibility for those student-athletes with a GPA below 2.0. If the student-athlete's grades are not above a 2.0 GPA after the fourth week of the season, he/she will be allowed to practice, but will be ineligible to participate in competition for the remainder of the season.
- **8th grade student-athletes** must have a minimum 2.0 GPA to try out and participate in middle school and/or high school athletics.
- ***Athletes that have a D or F on their report card during the athletic season may not be able to participate in athletic contests. Students that maintain subpar grades through an athletic season may be removed from the team to focus on academic concerns.***

# Physical Examinations

You must have a completed [Henrico County Public Schools Middle School Student Physical Examination Form](#) and [Student-Athlete Concussion Policy](#) to try out or even attend any sport's practice. These forms are available on our school website and in the front office.

The physical examination must be performed on or after May 1<sup>st</sup> of the previous school year. A student's physical will be valid for the 2019 – 2020 school year. This is a county-wide requirement and is intended to keep you safe and provide for your well-being. Once you turn in the physical form to the coach of your sport, that card is kept on file with the Athletic Director for the rest of the school year. *Once the physical has been completed, it covers participation in all athletics for the entire year.* Other coaches will have access to that information when needed.

## Conduct

Team membership is both an honor and a responsibility. Proper conduct, as outlined in the *Henrico County Code of Student Conduct*, is expected at all times, both on and off the field of play. As a student athlete, you represent the best of Short Pump Middle School. We pride ourselves on good sportsmanship.

In addition to these district/school policies and regulations, a list of specific team rules may be distributed to those athletes who are selected for a team. Team rules must be adhered to and may result in consequences for violations of those team rules.

## Consequences

Students are ineligible to practice or participate in a game on any day assigned an out-of-school suspension or to Pathways (in-school suspension).

Consequences of violations to the HCPS Code of Conduct and/or Short Pump's discipline policies may include, but are not limited to the following:

- |  |                        |
|--|------------------------|
| ● 1 <sup>st</sup> Unexcused Absence from Practice or Game                          | One Game Suspension    |
| ● 2 <sup>nd</sup> Unexcused Absence from Practice or Game                          | Removal from Team      |
| <hr/>  |                        |
| ● 1 <sup>st</sup> Minor Disciplinary Concern (Team rules)                          | Conference with Coach  |
| ● 2 <sup>nd</sup> Minor/1 <sup>st</sup> Major Concern (Team Rules/Code of Conduct) | Referred to A.D.       |
| ● 3 <sup>rd</sup> Minor/Continued Concerns (Rules/Code of Conduct)                 | Referred to A.D./Admin |

**Students serving Out-of-School Suspension or Pathways (In-School Suspension) may not participate in practice or compete in a game. If a student is assigned Pathways or an out-of-school suspension, any missed practice will fall under the unexcused absence clause, as seen above. Students may also be dismissed from an athletic team if they are suspended.**

# Attendance

You must be in attendance in school for at least 3 hours of the school day to participate in any practice/athletic contest. If you have been released from school through the clinic due to illness, you are not eligible to participate in athletic events that afternoon (practice or game).

Absences for educational purposes (school visits, field trips, etc.) are considered excused and do not fall under these attendance guidelines.

If you do not participate in PE class due to illness or injury, or have a note detailing such, you will NOT be allowed to participate in that day's after school athletics.

# Practice

Athletes are expected to attend all practices unless absent from school. Practice begins promptly at 3:30 PM (you must be properly dressed and in the appropriate location) and ends between 5:15 and 5:30 PM. Parents should be in the parking lot no later than 5:30 PM to pick up their student(s).

In order to participate, athletes must be on time for all practices and games.

Athletes should report to the locker room immediately after school and are NOT allowed to go to the bus ramp, parent pick-up areas or loiter on other areas of the campus. Violations will result in disciplinary consequences.

Athletes are expected to attend all practices unless you are absent from school or have made prior arrangements with your coach. Unexcused absences from practices, games or school may result in dismissal from the team. If you are absent from practice the day before a game, you may not be eligible to start or play in that game.

**Practices are closed to those not participating/coaching the session.**

# Locker Rooms

One team per session will be assigned the "team" locker room and the other teams' members will use their regular PE lockers. Secure all personal items, clothing, and books inside your LOCKED locker. Do not leave anything on the bench or the floor.

Use the restroom while in the locker room before practices and games. There is no re-entry into the locker room unless it is an emergency and you are supervised by a coach or staff member.

To prevent injuries, horseplay in the locker room is not allowed. Eating and drinking in the locker room is not allowed. Males and females are NOT allowed in each other's locker room under any circumstances.

Once you are dressed and ready for practice, double check your belongings, make sure your locker is locked, and proceed to your team's appointed meeting area. After practice, gather all your belongings and leave your area of the locker room clean and neat. Proceed to the front of the building to meet your ride.

## **Playing Time**

The amount of playing time for any individual student-athlete is at the discretion of the coaching staff. Coaches will make every effort to maximize participation.

## **Bus Transportation**

You are required to ride the bus to an away game and are encouraged to return to Short Pump on the bus (for "team" and equipment purposes). All the rules and regulations of the Henrico County Code Student of Conduct apply to bus transportation for extracurricular activities.

Attendance will be taken upon departure from Short Pump and before returning from the away event. If you are not returning to Short Pump on the bus after an away event, your parent must sign you out with the coach before leaving the school grounds. If your parent has made prior arrangements for you to ride home with another parent, a note should be given to the coach before the game and the parent taking the child home must sign you out with the coach before leaving the school grounds.

## **Equipment/Uniforms**

You must maintain and return uniforms that are assigned to you. Coaches will maintain accurate records of uniform issuance.

Damaged uniforms must be repaired or replaced by the parent. Henrico County has set a maximum parental responsibility fee for uniforms at \$125.00.

Cleats should NOT be worn in the building.

## **Illness/Injuries**

Current emergency information and insurance information on the green card must be on file with the coach. The card should be turned in immediately after making the team.

If you are under the care of a physician, whether for injury or illness, documentation must be provided from the physician when the athlete first sees the doctor and before the athlete is allowed to resume participation.

If your doctor has prescribed you with an inhaler, make sure you bring it with you to **ALL** practices and games.

Notify one of your coaches **IMMEDIATELY** in the event of an emergency.

## **Inclement Weather**

In the event of inclement weather, a decision will be made about which games will be cancelled by 2:30 PM. Please do NOT call the office prior to 2:30 PM, as the information will NOT be available. Time is needed during the regular school day for coaches and the athletic director to communicate with each other about the decision. Practice cancellation decisions will be made by 3:00 PM.

An announcement will be made explaining to the students prior to the end of the school day as to which practices/games are cancelled. Students will be encouraged to ride their regular bus home. Please discuss contingency transportation plans for cancellations BEFORE the need arises with your child.

In the event that our teams have already started an AWAY contest and it is cancelled due to inclement weather, any student who does NOT have a parent present to take him/her home will be brought back to Short Pump on the bus. Please discuss these pick up plans for AWAY games with your student athlete.

## **Parental Responsibility**

1. Fill out and turn all forms in promptly:
  - A. Sports Physical
  - B. Student Athlete Concussion Policy
  - C. Emergency Card
  - D. Volunteer Form (not mandatory)
  - E. Transportation Form
2. Pick up athletes on time from practices (5:30 PM) and games (6:00-6:30 PM)
3. Sign athletes out with the coach at games if they will not be riding the bus home.
4. Write a note to the coach if your child will be riding home with another parent.
5. Lost or damaged uniforms and equipment must be repaired or replaced by the parent. Henrico County has set a maximum parental responsibility fee for uniforms at \$125.
6. Parents are also encouraged to volunteer in various capacities for sports teams during the year. Providing refreshments and snacks, operating concessions, videotaping, operating down markers and chains, working at the scoring table, helping to set up fields and equipment are but a few examples. Please fill out the [volunteer form](#) (you may get a copy from the main office) and the Acknowledgement and Consent Form that your child will return to the coach.
7. From time to time, a team may conduct a fundraiser to enhance that sports training equipment or uniforms. Your participation and cooperation is encouraged and very much appreciated as these purchases directly benefit your child's athletic experience.
8. Obtain a physician note if your child is not allowed to participate.



9. Provide a physician note of release when athlete may return to full participation.
10. Make sure your child has their proper equipment with him/her including medications such as inhaler.

## **Directions to Away Games**

### **BROOKLAND**

9200 Lydell Dr, Richmond, VA 23228. Phone: 261-5000. Take Broad St. or I64 to Parham Road North. Turn left on Parham Road and continue across Woodman Rd. Turn left on Lydell Dr.

### **QUIOCCASIN**

9400 Quioccasin Road, Richmond, VA 23233. Phone: 750—2630. From Short Pump parking lot, turn left on Pouncey Tract. Cross Broad Street, making LEFT on Three Chopt Road. Follow Three Chopt to Pemberton Road. Turn right, follow to Quioccasin Road. Turn right on Quiocassin.

### **CHICKAHOMINY**

9450 Atlee Station Rd., Mechanicsville, VA 23111. Phone: 730-8240. Take I64 West to 295 East, Hanover Exit (Rt.301). Take 301 North to stoplight at Atlee Station Road. Turn left; school 1 mile on right.

### **FAIRFIELD**

5121 Nine Mile Road; Richmond, VA 23233. Phone: 328-4020. Take I 64 East. Take 9 Mile Road. East Exit. Cross Laburnum, pass old Eastgate Mall/Fairfield Commons (new WalMart currently being built). School on right next to mall.

### **HOLMAN**

600 Councourse Blvd., Glen Allen, VA 23059. Phone: 364-1300. From Short Pump parking lot, turn RIGHT on Pouncey Tract. Turn right onto Shady Grove Rd., Continue on Twin Hickory Rd., Turn left onto Nuckols Rd., Continue on Nuckols Rd, Turn right onto Concourse Blvd.

### **HUNGARY CREEK**

4090 Francistown Rd., Glen Allen, VA 23060. Phone: 527-2640. Take Broad St. East approximately 2.5 miles. Make a left onto Gaskins Road. Stay straight onto Hungary Road. Make a left onto Francistown Road.

### **LIBERTY**

13496 Liberty School Rd., Ashland, VA 23005. Phone: 752-6020. I64 West to 295 East, to Rt. 1 North. Follow Rt. 1 to Rt. 54 and turn left (stoplight in Ashland). Go 4 miles. Turn left on Rt. 810, go approx. 2 blocks. Liberty is on the left.

### **MOODY**

7800 Woodman Rd., Richmond, VA 23228. Phone: 261-5015. Take Broad Street or I64 to Parham Road North. Turn left on Parham, follow to Woodman Road. Turn right on Woodman Road. Moody will be approx. 1 ½ mile on the right.

**OAK KNOLL**

10295 Chamberlayne Rd., Mechanicsville, VA 23116. Phone: 365-4740. Take I 64 West to 295 East. 295 East 39 301 North. Oak Knoll is on 301 approx. 3 to 4 miles from the exit on the left.

**POCAHONTAS**

12000 Three Chopt Road., Henrico, VA 23233. Phone: 364-0830. From Short Pump parking lot, turn left on Pouncey Tract. Cross Broad Street, making LEFT on Three Chopt Road. Go through one light, school is on the LEFT.

**ROLFE**

6901 Messer Rd., Richmond, VA 23231. Phone: 336-8730. Take I 64 East to Exit 46 (Laburnum). Turn right onto Laburnum to Library Road (approx. 5miles). Turn right, go 1 block, Turn right onto Messer (behind Varina).

**STONEWALL**

8021 Lee Davis Rd., Mechanicsville, VA 23111. Phone: 730-3307. Take I 64 West to 295 East. Take 295 East to Tappahannock Exit. You will now be on Rt. 360. Follow 360 until you come to the first major intersection. Turn left at Lee-Davis High School. Stonewall is approx. ½ miles on the left.

**TUCKAHOE**

9000 Three Chopt Rd., Richmond, VA 23228. Phone: 673-3720. From Pocahontas parking lot, turn left onto Three Chopt. Follow Three Chopt across Parham Rd. After you cross Parham, Tuckahoe is on the left.

**WILDER**

6900 Wilkinson Rd., Richmond, VA 23227. Phone: 515-1100. Take Broad St. east to Parham Rd., turn left, or take I 64 to Parham Rd. exit and turn left. Follow Parham Rd. across Rt. 33 and Rt. 1 until it ends at Rt. 301. Turn right onto 301 and follow 2<sup>nd</sup> stoplight at Wilkinson Rd. Turn left and go approx. 2 blocks (past Little League field), turn left at Old Sellers Lane. Wilder is on your right.

## **Short Pump Athletic Acknowledgement and Consent**

**2019-2020**

Please read all of the materials in this handbook carefully. Parent(s) and student(s) should discuss these policies and procedures thoroughly.

Students must maintain academic eligibility of a 2.0 GPA and stay current with homework completion. On any day a student-athlete does not meet the academic requirements to play/participate, he/she forfeits the privilege of attending practice/participating in a game that afternoon. Please note missing practice may affect participation in games on subsequent days.

If you have any questions, please contact the team coach; Jimmy Milcarek, Athletic Director; or Kim Sigler, Principal.

The student is not allowed to participate in their season until a copy of this page is completed and returned to the coach. Student and parent signatures below are acknowledgment that you have read and understand the contents of this handbook and consent to abide by these policies and procedures.

ATHLETE'S NAME (print) \_\_\_\_\_

ATHLETE'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PARENT/GUARDIAN (print) \_\_\_\_\_

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PHONE # 1 (day) \_\_\_\_\_ (evening) \_\_\_\_\_ (cell) \_\_\_\_\_

PHONE # 2 (day) \_\_\_\_\_ (evening) \_\_\_\_\_ (cell) \_\_\_\_\_

EMERGENCY CONTACT (name) \_\_\_\_\_ (phone) \_\_\_\_\_

**RETURN THIS PAGE TO YOUR COACH IMMEDIATELY**

