

MECKLENBURG
COUNTY PUBLIC SCHOOLS

ATHLETIC HANDBOOK

2024-2025



MECKLENBURG
HIGH SCHOOL

MECKLENBURG
MIDDLE SCHOOL

PIEDMONT
DISTRICT



SOUTHSIDE MIDDLE
SCHOOL
CONFERENCE



PREFACE

The purpose of this handbook is designed to provide information on the policies of the Mecklenburg County Complex Athletic Department while allowing coaches the greatest possible autonomy to manage their program in the way that best suits the needs of the participants. This information will allow members of the athletic department to perform their duties according to the policies of Mecklenburg County High School, Mecklenburg County Middle School, Mecklenburg County Public Schools, and the Virginia High School League, Inc. as well as providing the guidelines for our student athletes, and for providing operational information for parents.

Preface	1
Phoenix Mission	3
Phoenix Goals	3
Phoenix Administration	4
Phoenix District / Conference	5
Phoenix Athletics	6
Eligibility Requirements	7-8
ISS / OSS Suspensions	9
Dismissal / Quitting	9
Assumption of Risk	9
Financial Obligations and Equipment	9-10
Communication Expectations	10
Duties and Responsibilities of Coaches	10-14
Finance	14-15
Phoenix Fan Code of Conduct	16-17
Concussion Procedures	18-20
Removal from Physical Activities	20
Return to Play	20
Weather Safety	21
Game Admittance	21
Website Information	22
MCPS Coaching Evaluation	23-24
Phoenix Athletics Agreement Signature Form	25-26
Coaches	
Student Athlete	
Parent / Guardian	



PHOENIX MISSION

The mission of the Mecklenburg County Complex Athletic Department is to provide an integrated environment focusing on academic success, athletic development, and citizenship by providing students with opportunities to participate in interscholastic extracurricular activities. The administration and staff are committed to assisting students in achieving their academic and athletic goals and to become well-rounded individuals with the ability to make positive contributions to their community. It is important for athletes to develop leadership skills, a positive attitude, and sportsmanship through competition.



PHOENIX GOALS

- ❖ To support the policies and procedures set forth by the Mecklenburg County School Board, Mecklenburg County Athletics, VHSL, Region 4D (*South Sub*), Piedmont District, and Southside Middle School Conference.
- ❖ To encourage and enable students to strive for academic achievement.
- ❖ To provide students with opportunities to develop physical skills and fitness.
- ❖ To develop important characteristics such as leadership, sportsmanship, responsibility, and teamwork.
- ❖ To recognize the importance of athletics in the overall educational process.



PHOENIX ADMINISTRATION

Mecklenburg County High School Administrative Team

Principal:	David Holzendorf
Assistant Principal:	Velva Kindley
Assistant Principal:	Amy Wright
Assistant Principal:	Sterling Williams
Student Services Administrator:	Denise Hall
CTE Administrator	Krystal Patton
Athletic Director:	Crystal Chandler
Assistant Athletic Director:	Mike Barmoy
Athletic Trainer:	Monica Boyer
Athletic Trainer:	Lauren Thomas

Mecklenburg County Middle School Administrative Team

Principal:	Melissa Chumney
Assistant Principal:	Sarah Hughes
Assistant Principal:	Stephanie Holloway
Student Services Administrator:	Denise Hall
Athletic Director:	Crystal Chandler
Assistant Athletic Director:	Mike Barmoy



PHOENIX DISTRICT / CONFERENCE

High School District and Region

Piedmont District

Bassett
George Washington
Halifax County
Magna Vista
Martinsville
Mecklenburg County
Tunstall

Region 4D (South Sub)

Amherst County	Jefferson Forest
Blacksburg	Liberty-Beal
Charlottesville	Mecklenburg County
E.C. Glass	Millbrook
George Washington	Orange County
Halifax County	Salem
John Handley	Sherando
James Wood	

Southside Middle School Conference

Division I (Western)

Amelia
Central-CC
Cumberland
Powhatan
Prince Edward

Division II (Eastern)

Lunenburg
Mecklenburg
Nottoway
Russell
Wyatt



PHOENIX ATHLETICS

	<u>MIDDLE</u>	<u>HIGH</u>
FALL ATHLETICS	FOOTBALL VOLLEYBALL CO-ED SOCCER GOLF (CO-ED) CHEERLEADING ACE	FOOTBALL (JV/V) VOLLEYBALL (JV/V) CROSSCOUNTRY (CO-ED) GOLF (CO-ED) SIDELINE CHEERLEADING
WINTER ATHLETICS	BOYS BASKETBALL GIRLS BASKETBALL CHEERLEADING	BOYS BASKETBALL (JV/V) GIRLS BASKETBALL (JV/V) SIDELINE CHEERLEADING WRESTLING (CO-ED) INDOOR TRACK (BOYS/GIRLS) SCHOLASTIC BOWL FORENSICS
SPRING ATHLETICS	BASEBALL SOFTBALL TRACK & FIELD (BOYS/GIRLS) FORENSICS	BASEBALL (JV/V) SOFTBALL (JV/V) BOYS SOCCER (JV/V) GIRLS SOCCER (JV/V) OUTDOOR TRACK (BOYS/GIRLS)

Eligibility Requirements

To be eligible for off-season workouts, tryouts, practice or participate in interscholastic activities, a student must meet all Virginia High School League (VHSL) requirements and policies.

A. Physical Examination

A yearly physical examination is required for students who play sports. The Virginia High School League (VHSL) physical form must be completed and submitted to the coach prior to participation. The physical covers all sports for the entire year provided the examination occurred after May 1. [VHSL Physical Form](#)

B. Scholastic Eligibility

In order to participate on a Mecklenburg High School athletic team, each participant must have satisfied all of the VHSL scholastic eligibility requirements. Each participant must have passed three (3) subjects for credit during the preceding semester and be enrolled in three (3) subjects for credit during the current semester. Additional information:

1. A student upon first entering 9th grade, is academically eligible for competition on the high school teams.
2. All requirements must be met the first semester (fall) in order for the student to be eligible for activity participation the second semester (spring).

C. Attendance

1. Student Athletes must be present for two (2) full class periods in order to practice or play in a game.
2. Exceptions to the policy may be made for doctor appointments, mandatory court appearances, funerals, or other absences that receive prior administrative approval. Verification of aforementioned exceptions must be presented when the student returns to school.

D. Other Mecklenburg County / VHSL Requirements

1. May NOT participate if the student athlete becomes 19 years of age on or before August 1st.
2. Student athletes must not participate at the Varsity level for a period lasting longer than eight consecutive semesters.

3. Student athletes must not be "charged" and/or convicted of a felony in this or any other state. A student athlete may be declared ineligible for participation in any athletic and/or academic activity if the student athlete:
 - a. Is found to be delinquent by the courts or put on probation by the courts,
 - b. Conducts themselves in a manner that, in the opinion of the school administration, would reflect unfavorably upon the school,
 - c. Is not on the Master Eligibility List (MEL) - may NOT play, or practice,
 - d. Does not maintain amateur status, the athlete must not accept money or awards having utilitarian value (golf balls, clubs, tennis rackets, etc.).
-

E. Southside Middle School Conference Requirements

To be eligible to represent the school in any inter-school contest, a student shall meet the following requirements:

1. An athlete cannot be eligible for athletic competition if he/she turns 15 years of age before August 1, the year in which he/she participates.
2. Athletes taking 6 subjects must pass a minimum of 5 subjects. Athletes taking 7 subjects must pass a minimum of 6 subjects. Eligibility is checked on a semester basis. Athletes taking 4 subjects per semester must pass a minimum of 3 subjects.
3. Middle school conference teams will consist of 6th, 7th, and 8th grade students. 6th and 7th grade students who failed their grade are eligible after the second semester if they meet the grade requirements. 6th grade students are eligible their first semester in middle school with eligibility determined thereafter by grades at the middle school.
4. Students can participate in two levels of the same sport during a school year (ex: Middle and JV). Once the middle school season has been completed, student athletes may move up to the JV level of play.
5. Students can participate in both school sponsored and recreational programs at the same time.

F. Trying out for a team

Students who meet the eligibility requirements for MCHS or MCMS teams are not necessarily guaranteed a position as a team member. Coaches will make the final determination of which students will be selected for the team based on skill, attitude, effort, collaboration, and the ability to meet the standards by which each activity is measured - based on performance assessments of the coach during tryouts. In all cases, these are competitive activities in which the criteria listed above are paramount to the success of the team. Therefore, the coach's decision will be final.

IN-SCHOOL (ISS) / OUT OF SCHOOL (OSS) SUSPENSION

If a student athlete receives In-School Suspension (ISS) and/or Out-of-School Suspension (OSS), he/she is also suspended from participating in any athletic and/or academic activities the same day(s) of the ISS and/or OSS. Athletic activities include workouts, practices, games, and/or any other team activity (*cannot be on campus*).

DISMISSAL / QUITTING

Any student who is dismissed from/or quits a team is ineligible to participate in another sport until that season has concluded. Students are also ineligible to participate in pre-season conditioning workouts, including open gym, until the end of that season. Appeals may be granted by the Principal.

ASSUMPTION OF RISK

All athletes and parents must realize the risk of serious injury, which may be a result of participation in athletic activities. Mecklenburg County Public Schools will use the following safeguards to make every effort to eliminate injury:

1. Conduct a parent/athlete meeting prior to the start of the season to fully explain the athletic policies and to advise, caution, and warn parents/athletes of the potential for injury.
2. Provide access to an updated Mecklenburg Phoenix Athletic Handbook to each student and parent at the onset of each sports season.
3. Require that all student athletes submit a valid and up-to-date physical form after having a physical examination conducted by a certified health care professional on an annual basis BEFORE being permitted to “try-out”, “practice” or “compete”.
4. Maintain all signature forms from parents, student athletes, and coaches by season, sport, and school year.
5. Maintain a continuing education program for coaches to learn the most up-to-date techniques and skills to be taught in their sport.

6. Instruct all athletes about the dangers of participation in a particular sport.

Financial Obligations & Equipment

In several sports, athletes may purchase a portion of their game or practice uniform, which will become their property. All athletes are responsible for the proper care and security of equipment issued to them. School-furnished equipment is to be worn only for contests and practice. Students who do not return equipment at the end of the season are subject to the current replacement cost of the equipment/uniform, and may not participate in other extracurricular activities until the fee is paid.

Communication Expectations

Coaches are expected to clearly communicate expectations, team requirements, and their coaching philosophy. Parents and students are expected to communicate concerns, scheduling conflicts, illnesses, and injuries. Topics of conversation that are discouraged include playing time, team strategy, play calling, and other students. These items are non-negotiable and will not be discussed. Additionally, it is inappropriate to approach a coach/sponsor before or after a contest or competition. The following steps are to discuss concerns with a coach/sponsor:

1. The student athlete and parent arrange a meeting with the coach to discuss concerns.
2. If a desirable outcome cannot be reached, set up a meeting with the Athletic Director.

If the meeting with a coach/sponsor and an Athletic Director did not result in a reasonable explanation, please call and set up a meeting with the Principal to discuss the issue.

Duties and Responsibilities of Coaches

All coaches are official representatives of Mecklenburg County High School, Mecklenburg County Middle School, and the Mecklenburg County Public School division. Coaches have the responsibility for the guidance of team members. The work

of the coach must be an integral part of the educational program through character development, encouragement of academic achievement, and enforcement of school rules and policies. Coaches are expected to:

1. Know and enforce Mecklenburg County Public School Board policies, Mecklenburg County High School, Mecklenburg County Middle School, athletic department policies, the rules of the National Federation of State High School Associations (NFSHSA) and the Virginia High School League (VHSL).
2. Complete mandatory VHSL Coaches Education Requirements:
 - a. VHSL Rules Clinics (*sport specific / annually*) - <http://www.vhsl.org>
 - b. Concussion Education (*annually*) - www.nfhslearn.com
 - c. Principles of Coaching - <http://www.vhsl.org> / [nfhslearn.com](http://www.nfhslearn.com)
 - d. Child Abuse Recognition - www.doe.virginia.gov
 - e. First Aid, CPR, AED - [nfhslearn.com](http://www.nfhslearn.com) or school division certification.
 - f. VHSL State Component – [nfhslearn.com](http://www.nfhslearn.com)
 - g. Local Component– Coaches meeting
3. Additional Mecklenburg Title IX Training Requirements:
 - a. Review, agree, and sign the Athletic Handbook (*annually*)
 - b. Participate in the Coaches Evaluation (*annually*)
4. Know the rules of the sport. Provide students with thorough conditioning and comprehensive fundamentals of the sport to ensure safety for the participants.
5. Report all sportsmanship violations and ejections to the Athletic Director the night of or by the following morning in which the action occurred.
6. Give due process to all student athletes. If a student has particular needs, it is the responsibility of each coach to inform the student, parent, and school administration of the issue at hand and help seek an appropriate remedy. There should be consultation with the student, parent, and administrator before a student is dismissed from a team.
7. Be responsible for submitting a complete roster of participants trying out for a team to the Athletic Director at the conclusion of the first week of practice. Additions or deletions should be submitted regularly as needed.
8. This roster should include the names of participants with uniform numbers listed in order by number, grade in school, and position(s) played.

9. Keep a participant's physical on hand at all times, especially at away competitions.

10. All coaches will conduct preseason parent meetings on the night predetermined by the Athletic Director. Coaches will give participants and their parents written copies of team rules and procedures. A signed copy of the rules and regulations will be kept in the Athletic Department. During the Parent meeting, the coach should emphasize the following to each parent/athlete:
 - a. Attendance requirements
 - b. Proper care of the locker room and equipment
 - c. Respect for authority
 - d. Good sportsmanship, both in victory and defeat
 - e. All TEAM COMMUNICATION WILL BE WITH "REMIND" AND ONLY "REMIND". Communication regarding athletics must be through the Remind App. **Social media, including Facebook, Instagram, etc., and YouTube shall not be used as a form of communication for individual clubs or athletic teams.** No MCHS or MCMS club or athletic organization shall create, communicate, or utilize a social media or YouTube account. Mecklenburg County Middle and High Schools, however, will maintain a Facebook page with administrative oversight. Club sponsors, coaches, and/or faculty/staff are welcome to request announcements be made via the school's Facebook page by emailing the school principals.
 - f. In emergencies only, communication to parents/athletes can be through emails, telephone calls, Hudl platform, and/or face-to-face.
 - g. Report all injuries to the Athletic Director or Athletic Trainer and complete a Student Accident Report within 24-48 hours. Upon completion, submit the form to the athletic director.
 - h. Parents/Athletes should return, signed, any required forms regarding school and athletic policies behavior, concussion protocols, tobacco products, alcohol, illegal drugs, etc.

11. Attend all post-season meetings pertaining to the selection of District, Region, and State teams. These meetings rotate between the schools that compose the

district, region, and state. Please plan ahead as they may be two hours or more away.

12. Supervise all participants until their departure from Mecklenburg County Athletic Complex after practice or games. ***NO STUDENTS SHOULD BE LEFT UNSUPERVISED AT ANY TIME!*** Student athletes should be dismissed from practice sessions in sufficient time according to the practice ending time.

13. Be responsible for the cleanliness of the locker room after use. The students will be assigned a locker to secure their belongings.

14. Be responsible for the cleanliness of the bus after use.

15. Assist the Athletic Director in the preparation of the playing facility for contests.

16. Assist the Athletic Director in securing the playing facility after a contest.

17. Assign a Coach to welcome the opposing team and make arrangements of their needs (locker room, water, entry/exit of facility. etc.).

18. Work with and follow the directions of the Athletic Trainer for injured athletes.

19. Do not provide any medication to participants.

20. Coaches will keep an accurate record of equipment issued and ensure that equipment is returned at the end of a season and kept in the storage area assigned by the Athletic Director.

21. Be responsible for the practice and game facilities to ensure these areas are kept clean.

22. Be friendly and responsive to news media personnel. The Head Coach is responsible for reporting to local media the home contest results at the conclusion of each event. Athletes, game officials, and opposing teams and coaches should not be degraded in the media at any time. Game results need to be reported to the Athletic Director following the game/match or on the morning following an event.

23. Be familiar with VHSL rule 27-16-1 Use of Hate Speech, Ethnically or Racially Insensitive Expressions which states that any coach, team personnel, and/or contestant who confronts or addresses a coach, contestant or official using hate speech, ethnically or racially insensitive expressions will be disqualified for the contest and will be ineligible for the team's next three scheduled contests and/or subsequent contests until penalties and educational/restorative interventions are completed.
24. Provide the Athletic Director with end of the season awards by the predetermined dates.
25. No practice or team meetings of any kind may be conducted with student athletes on Sundays.
26. Lockers must be cleaned out following the last game of each season.
27. Fundraising for the school must first be approved by the Athletic Director and Principal.
28. Attend, participate, and successfully complete ALL school, school division, district, regional, and VHSL required training and certifications. Failure to do so may result in a garnishment, hold, or reduction in the coaching stipend.

Finance

A. Ordering Process

A “**Purchase Order Request**” (**PO**) form **must be filled out and approved by the principal**. The form may be handwritten and submitted to the bookkeeper. The bookkeeper will have copies on hand if needed. To save time, a shopping cart or company order form may be attached to the PO request form rather than writing an itemized list. Once approved by the principal, the bookkeeper will verify funds availability, input the PO information, and print the PO for approval.

Once the principal approves the Purchase Order, the bookkeeper will notify requester of approval and confirm that the order will be placed using the assigned Purchase Order number.

Upon receipt of the order, signed packing slips are to be turned in to the bookkeeper. Invoices will be paid after verification that all merchandise has been received.

B. Reimbursements

All reimbursements must be pre-approved by the principal. No items bought with personal money will be reimbursed unless there is an approved PO prior to the purchase. All approved reimbursements requests must: include a detailed receipt; the approved PO; and be submitted to the bookkeeper within 5 days of the purchase.

C. Fundraising

School Activity Funds

Based on guidelines issued by the Virginia Department of Education, all monies collected through fundraising activities sponsored, planned, or conducted by any school group or external community group formed for the benefit of the school and/or its clubs, organizations, teams, students, etc., and then spent for the benefit of the school and/or its clubs, organizations, teams, students, etc., shall be received, managed, and administered by the principal following consultation with the sponsors of the school's clubs, organizations, teams, etc. The word sponsor refers to the employees of Mecklenburg County High School who direct the activities of the school club, organization, team, etc. The expenditure of school activity funds raised by students during the school year is to be spent for the benefit of those students. Purchase orders for the expenditure of activity fund monies require the signatures of the organization's sponsor and an officer. **Per MCPS Policy and Regulation, web-based applications to accept money, including CashApp, PayPal, Venmo, Zelle, etc. will not be accepted. We only accept cash, checks, and School Cash Online .** Funds left in an activity account at the end of the school year may be absorbed into the school's general fund account at the discretion of the principal.

Donations

The administration, students, faculty, and staff of Mecklenburg County High School greatly appreciate the generosity of its individual patrons and community groups in donating time and financial support to the school and its clubs, organizations, teams, students, etc. However, to protect the school's students, staff, property, and reputation, the principal has the authority to accept or reject donations made in cash or in kind to the school and/or its clubs, organizations, teams, students, etc. According to MCPS Policy KH: Donations accepted by the school principal must be reported to the school board for acceptance.

Phoenix Fan Code of Conduct

Mecklenburg County Middle and High School aims to provide our patrons, fans, athletes, and visitors with a safe and enjoyable experience while attending home events and athletic contests. MCMS/MCHS Administration will be implementing the following protocols:

1. All MCMS/MCHS students in good standing will have the opportunity to purchase game tickets and gain admission to MCMS/MCHS events.
2. It is recommended that students in Grade 8 or below be accompanied by an adult.
3. Anyone causing a disruption during the event, or who fails to comply with the MCMS/HS Phoenix Fan Code of Conduct for athletic events and/or school rules will be removed from the athletic event. MCPS students will also be subject to disciplinary action in accordance with MCPS Code of Conduct.
4. All fans are expected to be seated in the bleachers unless visiting the concession stand and/or using the restroom facilities. Only athletes/cheerleaders/halftime performers, officials, school personnel, or law enforcement are permitted to stand outside the confines of the bleachers during events.

MCMS/MCHS will continue with the following safety protocols:

1. No bags will be allowed, including purses/clutches, backpacks, or diaper bags, etc.
2. As always, all Mecklenburg County Public Schools facilities are tobacco, alcohol, drug, vape, and weapon free zones.
3. No outside food or drink will be allowed inside the stadium and/or facilities.
4. Metal detectors may be used. All items and individuals are subject to search at all entrances.
5. No Passes out.

Mecklenburg County Public Schools reserves the right to refuse entry to events to any individual based on validity of tickets/passes, facility capacity, good standing, and/or previous behavior.

Mecklenburg County Middle and High School are committed to a safe and respectful playing environment and game day experience that respects the rights of each and every guest. All fans are expected to abide by the standards of behavior as outlined in our Phoenix Fan Code of Conduct.

The Phoenix Fan Code of Conduct requires guests to refrain from the following:

1. Behavior that is unruly, disruptive, threatening, or illegal in nature.
2. Foul or abusive language, obscene gestures and/or disparaging commentary. Fighting, battery, assault, any type of physical violence, instigation, incitement, or encouragement of a confrontation. Offensive language or obscene gestures, to include the use of such language or gestures concerning a person's race, ethnicity, color, gender, religion, creed, disability, age, sexual orientation, gender identity/expression or national origin; or to instigate, incite or encourage a confrontation or physical/verbal assault and/or battery.
3. Verbally arguing or causing a disturbance.
4. Failing to follow instructions of MCMS/MCHS Administration and Faculty/Staff, and Law Enforcement.
5. Any conduct deemed inappropriate or dangerous to fans, participants, or team members *(including, but not limited to Virginia High School League guidelines for expected conduct at VHSL sanctioned events).
6. Conduct that results in damage to school property or other personal property.
7. Smoking and/or vaping.
8. Intoxication or other signs of alcohol or substance use/impairment that results in irresponsible behavior.
9. Possession of banned substances, items, and/or weapons.

Violators of the Phoenix Fan Code of Conduct will be removed from the athletic event. Violators may be restricted from future games and students are subject to the MCPS code of conduct. [VHSL Code of Sportsmanship](#)

Concussion Procedures

The Virginia High School League (VHSL) established guidelines effective July 20, 2011 that all coaches, athletes, and parents of athletes be aware of the signs and symptoms of a concussion. Signed documentation must be on file by the first practice date or the student-athlete will not be allowed to participate until signed documentation has been received.

CONCUSSION INFORMATION SHEET



This sheet has information to help protect your children or teens from concussion or other serious brain injury. Use this information at your children's or teens' games and practices to learn how to spot a concussion and what to do if a concussion occurs.

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.

HOW CAN I SPOT A POSSIBLE CONCUSSION?

Children and teens who show or report one or more of the signs and symptoms listed below—or simply say they just “don't feel right” after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

SIGNS OBSERVED BY PARENTS OR COACHES

- Appears dazed or stunned.
- Forgets an instruction, is confused about an assignment or position, or is unsure of the game, score, or opponent.
- Moves clumsily.
- Answers questions slowly.
- Loses consciousness (even briefly).

- Shows mood, behavior, or personality changes.
- Can't recall events prior to or after a hit or fall.

SYMPTOMS REPORTED BY CHILDREN AND TEENS

- Headache or “pressure” in head.
- Nausea or vomiting.
- Balance problems or dizziness, or double or blurry vision.
- Bothered by light or noise.
- Feeling sluggish, hazy, foggy, or groggy.

- Confusion, or concentration or memory problems.
- Just not “feeling right,” or “feeling down.”

WHAT ARE SOME MORE SERIOUS DANGER SIGNS TO LOOK OUT FOR?

In rare cases, a dangerous collection of blood (hematoma) may form on the brain after a bump, blow, or jolt to the head or body and can squeeze the brain against the skull. Call 9-1-1 or take your child or teen to the emergency department right away if, after a bump, blow, or jolt to the head or body, he or she has one or more of these danger signs:

- One pupil larger than the other.
- Drowsiness or inability to wake up.
- A headache that gets worse and does not go away.
- Slurred speech, weakness, numbness, or decreased coordination.
- Repeated vomiting or nausea, convulsions or seizures (shaking or twitching).
- Unusual behavior, increased confusion, restlessness, or agitation.
- Loss of consciousness (passed out/knocked out). Even a brief loss of consciousness should be taken seriously.

As a parent, if you think your child or teen may have a concussion, you should:

1. Remove your child or teen from play.
2. Keep your child or teen out of play the day of the injury. Your child or teen should be seen by a health care provider and only return to play with permission from a health care provider who is experienced in evaluating for concussion.
3. Ask your child’s or teen’s health care provider for written instructions on helping your child or teen return to school. You can give the instructions to your child’s or teen’s school nurse and teacher(s) and return-to-play instructions to the coach and/or athletic trainer.

Do not try to judge the severity of the injury yourself. Only a health care provider should assess a child or teen for a possible concussion. Concussion signs and symptoms often show up soon after the injury. But you may not know how serious the concussion is at first, and some symptoms may not show up for hours or days.

The brain needs time to heal after a concussion. A child’s or teen’s return to school and sports should be a gradual process that is carefully managed and monitored by a health care provider.

WHAT SHOULD I DO IF MY CHILD OR TEEN HAS A POSSIBLE CONCUSSION? HOW CAN I HELP KEEP MY CHILDREN OR TEENS SAFE?

Sports are a great way for children and teens to stay healthy and can help them do well in school. To help lower your children’s or teens’ chances of getting a concussion or other serious brain injury, you should:

- Help create a culture of safety for the team.
 - » Work with their coach to teach ways to lower the chances of getting a concussion.
 - » Talk with your children or teens about concussion and ask if they have concerns about reporting a concussion. Talk with them about their concerns; emphasize the importance of reporting concussions and taking time to recover from one.
 - » Ensure that they follow their coach’s rules for safety and the rules of the sport.
 - » Tell your children or teens that you expect them to practice good sportsmanship at all times.



TO LEARN MORE GO TO >> cdc.gov/HEADSUP



Removal from Physical Activities

- ♦ A student athlete suspected by a coach, trainer, or team physician of sustaining a concussion or brain injury in a practice, game, or competition shall be removed from the activity immediately, evaluated and referred for further treatment (if necessary).
- ♦ A student athlete who has been removed from play, evaluated and suspected to have sustained a concussion shall not return to play the same day.
- ♦ The determination of whether a student athlete removed from play is suspected of having sustained a concussion shall be the sole determination of the licensed healthcare provider, coach, or properly trained individual conducting the assessment. Such determination is final and may not be overruled. The coach of a student athlete may elect not to return the student athlete to play, even after an assessment determines the student athlete is no longer suspected of sustaining a concussion.

Return to Play

1. No student athlete shall be allowed to return to extracurricular physical activities (practices, games, competitions) until they are fully participating in all of their classes, and the student athlete presents a written medical release from their healthcare provider. The release shall certify that:
 - a. The provider is aware of the current medical guidance on concussion evolution and management;
 - b. The student athlete no longer exhibits signs and symptoms or behaviors:
and,
 - c. The student athlete has successfully completed a progressive return to sports program which shall last a minimum of five (5) calendar days.
2. The coach/athletic director must inform the school nurse regarding a suspected/confirmed concussion prospect as soon as possible. The school nurse will evaluate the student two times a week until the student is symptom free for 24 hours. The school nurse will notify the teachers regarding the return to play, until they are 24 hours without symptoms of a concussion. The athletic trainer will then start the RTP process.

- a. Please note that even with a written medical release, the student will need to successfully complete the RTP prior to participation.
3. The coach may elect to not allow the student athlete to return to physical activities (even after receiving a medical release) if the coach observes signs or symptoms of a concussion. If the coach makes this decision, the coach must relay his observations and concerns to the parent/guardian of the student athlete within 24 hours.

Weather Safety

It is the responsibility of the principal, in consultation with the Athletic Director and Athletic Trainer, to determine whether or not a practice or game will be started or delayed. An Emergency Action Plan will be set up by the Trainers. During a game, the trainer will be introduced to the officiating crew. The Athletic Trainers will monitor local weather conditions and determine our Emergency Action Plan.

Once the game has started, the game officials have jurisdiction and are responsible for making all determinations with regard to actual field conditions. Game officials are responsible for judging whether a field has become too wet, too muddy, or too slippery to continue play. School officials do not make those determinations.

[Cold Weather Recommendations/Guidelines](#)
[Heat and Hydration](#)
[Lightning Safety](#)

Game Admittance

All in-season athletes participating in a sport must pay to enter other sports contests. Only the JV team of the corresponding sport is allowed in free. Mecklenburg County employees plus one are admitted free of charge upon showing their Mecklenburg County Employee badge. Children under the age of 5 are also admitted free of charge to all events.

Website Information

Mecklenburg County Public Schools strives to keep parents and community members informed of events, performances, schedules, changes, and cancellations with regards to our extra-curricular activities. You may find information with the link: www.piedmontdistrictva.org

You may also visit each schools' webpage to find out information about events happening at that school with the link: [Mecklenburg County Public Schools](#)

MCPS Coaching Evaluation

MECKLENBURG COUNTY PUBLIC SCHOOLS COACHING EVALUATION

School: _____MCMS _____MCHS

Name of Coach: _____

Sport/Season _____ School Year _____

S = Satisfactory NI = Needs Improvement U = Unsatisfactory

A. COACHING PERFORMANCE

- S NI U 1. Has good knowledge of the sport.
- S NI U 2. Is prompt and makes maximum use of time available for practice.
- S NI U 3. Practices safety procedures.
- S NI U 4. Is innovative, uses new coaching methods, techniques, ideas.
- S NI U 5. Has good knowledge of sports rules.
- S NI U 6. Prepares team physically (conditioning).
- S NI U 7. Prepares team mentally (motivation).
- S NI U 8. Prepares team emotionally (players play to potential).
- S NI U 9. Maintains discipline and control.
- S NI U 10. Other _____

B. TEAM MANAGEMENT

- S NI U 1. Is fair, patient, tolerant and sympathetic with athletes.
- S NI U 2. Organizes staff effectively.
- S NI U 3. Supervises players/team at all times.
- S NI U 4. Displays compassion and respect for the individuals on the team.
- S NI U 5. Recognizes individual differences, abilities and personalities.
- S NI U 6. Game conduct: sideline/bench discipline.
- S NI U 7. Game conduct: with game officials.
- S NI U 8. Game conduct: toward opposing players and coaches.
- S NI U 9. Cares for equipment: inventory, issue, collection, repair, storage.
- S NI U 10. Keeps accurate records: rosters, participation forms, eligibility, money receipt, etc.
- S NI U 11. Has knowledge of and respect for MCPS, conference/district, VHSL rules and regulations.
- S NI U 12. Cooperates with the athletic director in submitting schedules, rosters, evaluation forms and requested reports on schedule as due.
- S NI U 13. Has returned all keys and equipment issued at the beginning of the season.
- S NI U 14. Attends all required school meetings for coaches.
- S NI U 15. Makes appropriate transportation arrangements for team members.
- S NI U 16. Other _____

C. RELATIONSHIPS

- S NI U 1. Develops rapport with other members of the coaching staff.
- S NI U 2. Develops rapport with other members of the school staff.
- S NI U 3. Demonstrates general support for other coaches and other teams in the school athletic program.
- S NI U 4. Dresses appropriately at practice and games.
- S NI U 5. Sets a positive example for athletes by manners, behavior and language.
- S NI U 6. Communicates effectively with parents.
- S NI U 7. Provides appropriate information to the press.
- S NI U 8. Other _____

D. ADDITIONAL COMMENDATIONS (use separate sheet if necessary):

E. ADDITIONAL RECOMMENDATIONS (use separate sheet if necessary):

F. RECOMMEND FOR REHIRE: ___Yes___No

RESIGNED: ___Yes___No

Signature of Coach

Date

Signature of Athletic Director

Date



Phoenix Athletics Agreement for Coaches, Students, and Parents / Guardians

All coaches are expected to comply with Mecklenburg County policies, regulations, and other requirements including Board Policies about Code of Ethics and Standards of Conduct, which requires each employee to act as a positive employee and conduct oneself that protects the individual's integrity and reputation, and that of the Mecklenburg County School System. While it is impossible to enumerate all the situations that may arise, this set of guidelines has been created to communicate some clear expectations for all coaches in the Mecklenburg County School System.

1. I will comply with Mecklenburg County Public School (MCPS) policies, procedures, regulations, and requirements in my capacity as a Head Coach or Coach as stated in the MCPS Athletic Handbook and MCPS Faculty Handbook and acknowledged by my signature.
2. I will comply with all applicable Virginia High School League (VHSL) and/or Middle School Conference rules and regulations, as well as MCPS instruction rules and regulations as stated in the MCPS Athletics Handbook and MCPS Handbook and acknowledged by my signature.
3. I will not solicit or advertise directly to any MCPS parent, student, or staff member for any outside business interest related to athletics or my coaching.
4. During times when I am prohibited from coaching student athletes, I understand that any of my immediate family members are also prohibited from such coaching, unless sanctioned otherwise by the school principal. I understand that if the district determines that one of my immediate family members is working with my student athletes during these prohibited times, the district can initiate disciplinary actions up to, and including, dismissal.
5. With respect to any outside business interest that I may have related to athletics, I understand that any such use of MCPS facilities must be approved through MCPS School Board.
6. Emphasis must be placed on areas of communication in regards to a team. All forms of communication must be made through the REMIND platform which is

the MCPS approved communication vehicle. Communication to parents/participants can be through emails, telephone calls, Hudl platform and/or face-to-face in emergency situations only.

7. Coaches and Students will comply with appropriate code of conduct rules and regulations with emphasis on the supervision of students at all times.

I understand these guidelines and my responsibilities as a coach and employee to perform my duties competently and ethically. I understand that at all times, my coaching position is considered as extra duty that can be terminated at the end of my assigned season. I understand that I am not guaranteed coaching for any future season.

Printed Name (Coach)

Signature

Date

As a Student Athlete, I understand the rules as outlined in the MCPS Athletic Handbook, including the student expectations. I understand that it is a privilege not a right to participate in extracurricular activities at MCPS.

Printed Name (Student)

Signature

Date

As a Parent/Guardian, I understand the rules as outlined in the MCPS Athletic Handbook, including the parent, student, and fan expectations.

Printed Name (Parent)

Signature

Date

****Must be turned in to coach before student athlete may participate in an official contest****

****Coaches, sign & return to Crystal Chandler, Athletic Director, before the start of your season or by the specified due date****