



The Colorado Military Academy Athletics Handbook

Philosophies, Standards, Rules, and Expectations Applicable to Participants in the
Colorado Military Academy Interscholastic Athletic Programs

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PURPOSE

The purpose of this handbook is to acquaint athletes and parents of athletes with the athletic rules, regulations, and expectations of your sons and daughters so that you can better assist us in making them as successful as possible while participating in the Colorado Military Academy (CMA) athletic programs.

Statement of our Code of Ethics Colorado High School Activities Association Supported by Colorado Military Academy

In order to be of maximum effectiveness in serving and fostering the education of the students that have been entrusted to us, and in promoting and supplementing the regular curriculum, it is the duty of all concerned with our athletic and activities programs to:

1. Cultivate an awareness that participation in athletics and activities is part of the total educational process and as such, the coach/advisor should neither seek nor expect academic privileges for the participants.
2. Emphasize the proper ideals of sportsmanship, ethical conduct and fair play as they relate to the lifetime impact on the participants.
3. Develop a working awareness and understanding of all rules and guidelines governing competition, both in letter and intent.
4. Recognize that the purpose of athletics and activities is to promote the physical, mental, moral, social and emotional well-being of the individual participants.
5. Avoid any practice or technique which would endanger the present or future welfare or safety of any participant.
6. Adhere to policies which do not force or encourage students to specialize or restrict them from participation in a variety of activities.
7. Refuse to disparage an opponent, an official, an administrator or spectator in any aspect of the activity.
8. Strongly encourage the development of proper health habits: the non-use of chemicals, including alcohol, steroids, tobacco in any form and other mood-altering substances.
9. Exemplify proper self-control at all times, accepting adverse decisions without public display of emotion or dissatisfaction with the officials or judges.
10. Encourage all to judge the true success of the athletic and activities programs on the basis of the attitude of the participants and spectators, rather than on the basis of a win or loss.

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ATHLETIC PHILOSOPHY AND VALUES

The Colorado Military Academy believes that a safe and dynamic athletic program is an integral part of the total educational process and is vital to the character and educational development of all student athletes. Colorado Military Academy athletic programs provide a variety of experiences that aid in the development of favorable habits and attitudes in students that will prepare them for adult life, including physical development, coordination, a healthy self-concept, pride and good sportsmanship. Good sportsmanship practices have lifelong values. The athlete who acts fairly, who observes laws and customs, who treats others with consideration, and who takes adversity with dignity earns respect. Students in today's schools are tomorrow's community citizens, and as adults will demonstrate many of the attitudes they are now learning.

Colorado Military Academy athletic programs are working towards being in compliance with the constitution and bylaws of the Colorado High School Activities Association and affiliated leagues.

The Colorado Military Academy does not discriminate on the basis of race, color, national origin, sex, sexual orientation, age, religion, creed, marital status, or disability in admission or access to, or treatment or employment in, its programs and activities.

Varsity

Varsity-level programs are the most competitive of the athletic programs and, for that reason, include the most skilled and/or well-prepared student athletes. The student athlete earns the privilege to make the team. It is the coach's responsibility to field the most competitive team available; starting position and athlete playing time is at the coach's discretion.

Middle School

The Middle School Athletic Program shall be an integral part of the total middle school educational program and seek to provide all students with an opportunity to explore a wide variety of activities at appropriate levels that will contribute to the student's physical, emotional, social, and intellectual development.

K-6

Sub-varsity programs are focused toward the development of skills necessary for participation on the varsity level. The student athlete earns the privilege to make the sub-varsity team. The coach of any K-6 program shall emphasize the development of fundamentals, the importance of team, and finding enjoyment in the chosen activity. The coach will be encouraged to play as many participants as possible.

SPORTSMANSHIP

As participants in the Colorado Military Academy athletic program, stakeholders are expected to conduct themselves with the utmost integrity and sportsmanship. This includes, but is not limited to, respectful behavior toward all opposing team members, officials, and other adult support staff. The expectation is that all participants will be courteous, honest, and maintain the integrity of the sport.

The Coach

- Treats own players and opponents with respect.
- Inspires in the athletes a love for the game and the desire to compete fairly.
- Is a good role model.
- Disciplines those on the team who display unsportsmanlike behavior.
- Respects the judgment and interpretation of the rules by the officials.
- Knows he/she is a teacher and understands the athletic arena is a classroom and always remembers it is a privilege not a right to represent school and community.

The Parent/Spectators

- At least one parent from each participating family is **required** to attend a one hour meeting prior to their child/children participating in any sport. Check the “Parent Info” section of the athletic website for dates of scheduled required meetings. **Athletes will not be able to play in a competition until a parent has attended this meeting.**
- Remember that you are at a contest to support and cheer for your team and to enjoy the skill and competition; not to intimidate or ridicule the other team and its fans.
- Remember that school athletics are learning experiences for students and they may make mistakes. Praise student-athletes in their attempt to improve themselves as students, as athletes and as people as you would praise a student working in the classroom.
- A ticket is a privilege to observe the contest, not a license to verbally assault others and be generally obnoxious.
- Learn the rules of the game, so that you may understand and appreciate why certain situations take place.
- Show respect for the opposing players, coaches, spectators and support groups. Treat them as you would treat a guest in your own home.
- Respect the integrity and judgment of game officials. Understand that they are doing their best to help promote the student-athlete, and admire their willingness to participate in full view of the public.
- Recognize and show appreciation for an outstanding play by either team.
- Refrain from the use of any controlled substances (alcohol, drugs, etc.) before and during games, and afterwards on or near the site of the event (i.e., tailgating).
- Use only those cheers that support and uplift the teams involved.
- Recognize and compliment the efforts of school and league administrators for their efforts in emphasizing the benefits of educational athletics and the rule of good SPORTING BEHAVIOR to the end.

- Be a positive role model through your own actions and by censuring those around you at events whose behavior is unbecoming.

The Player

- Treats opponents with respect.
- Plays hard, but plays within the rules.
- Exercises self-control at all times, setting the example for others to follow.
- Respects officials and accepts their decisions without gesture or argument.
- Wins without boasting, loses without excuses and never quits.
- Always remembers that it is a privilege to represent the school and community.

GENERAL ATHLETIC EXPECTATIONS AND PROCEDURES

- The safety of athletes is the number one priority. Participants must be aware that other athletes' physical safety is extremely important and avoid any type of aggressive action, which could lead to injury to another participant. Participants are also responsible to avoid any activity which could lead to injury when not being supervised by an assigned faculty member or coach.
- Every student is encouraged to participate in as many different sports during each school year as possible. The students and their parents should determine the choice of sports.
- Team members of all sports are required to attend all scheduled practices and meetings during the established sports season. If circumstances arise whereby the student cannot attend a practice or meeting, the validity of the reason will be determined by the individual coach. In all cases, however, the coach must be notified, prior to the practice or meeting missed, by personal contact, phone call, or written statement from the parent or guardian.
- The players who play in the games, matches, meets will be the ones who, in the coaches' judgment, will contribute to the team's success. In determining this, the coach will take into consideration:
 - Athletic eligibility.
 - Athletic ability/skill set.
 - Practice and meeting attendance during the week.
 - Performance during practice sessions.
 - An injury that would affect performance.
 - The athletes' attitude, coachability and "fit" with other team members.
- Athletes can and will be dismissed from the program for behavior that is detrimental to the team.
- In the event your son or daughter has an injury that takes an extended time to heal, they will still be expected to attend practices, meetings, and games even though they cannot actively participate unless a doctor indicates that they are to be homebound.
- If an athlete is eliminated from one sport, he/she is eligible to participate in another sport during that season at the discretion of the coaches. An athlete faced with this situation would be

encouraged to go out for another sport unless eliminated because of disciplinary reasons or eligibility infractions.

- Any student may drop out of a sport if it is done in the proper way.
 - The student must make the reasons known to the coach.
 - The athlete must return all equipment and clear all financial responsibility with the school.
 - If equipment/uniform is lost, not turned in, or damaged the athlete will be charged for the replacement of the equipment.

CONTROLLED SUBSTANCES, ALCOHOL and TOBACCO

A student athlete's unlawful or otherwise improper use or possession of controlled substances, alcohol and/or tobacco reflects poorly on the student's school and team and sets a bad example for other students, regardless of when the use or possession occurs. In addition, a student athlete's use of controlled substances, alcohol and/or tobacco may adversely affect the student athlete's health, fitness and athletic performance and may result in injury, regardless of when the use occurs. Accordingly, students participating in any Colorado Military Academy interscholastic athletic program shall not, regardless of the quantity involved: (1) use or possess any beverage containing alcohol, (2) use or possess tobacco or tobacco products; or (3) use or possess any controlled substance, including steroids, in any manner that is contrary to law or Colorado Military Academy policies and regulations.

The foregoing rules shall be in effect for Colorado Military Academy interscholastic athletes on a year-round basis, including weekends, summers, vacations and holidays, whether the student athlete is on or off Colorado Military Academy property and whether or not the student athlete is at the time participating in any school sponsored activity or event.

The following consequences for violation of the rules concerning controlled substances, alcohol and tobacco are applicable to all Colorado Military Academy students in interscholastic athletics throughout the time they are enrolled in grades 9 through 12.

Consequence for First Violation

Suspension from 30% of interscholastic competitions beginning in the season when the first violation occurs (including regular season and postseason/playoff competitions) and continuing into any subsequent season of the same or a different sport if the full suspension cannot be served during the season when the first violation occurs. During all periods of their suspension, student athletes must participate in practices and otherwise remain in good standing with each team from which they are suspended in order to be eligible to return after their suspension.

Consequence for Second Violation

Suspension from 50% of interscholastic competitions beginning in the season when the second violation occurs (including regular season and postseason/playoff competitions) and continuing into any

subsequent season of the same or a different sport if the full suspension cannot be served during the season when the second violation occurs. During all periods of their suspension, student athletes must participate in practices and otherwise remain in good standing with each team from which they are suspended in order to be eligible to return after their suspension.

Consequence for Third Violation

Student athlete will lose the right to participate in all interscholastic athletics for the remainder of his/her high school experience.

For clarification, listed below are the number of interscholastic competitions from which student athletes will be suspended for a first violation (30% of competitions) and a second violation (50% of competitions).

Sport	30%	50%
Boys/Girls Basketball	6	10
Boys/Girls Cross Country	3	6
eSports	3	4
Football	3	5
Boys/Girls Golf	3	6
Boys/Girls Soccer	5	8
Softball	6	10
Spirit/Poms/Dance (Fall)	3	5
Spirit/Poms/Dance (Winter)	6	10
Boys/Girls Tennis	4	6
Boys/Girls Track & Field	3	6
Boys/Girls Volleyball	6	10

If the suspension carries over into a subsequent season of the same or a different sport, the student athlete must successfully complete that subsequent season in order to be considered as having served the full term of his/her suspension.

The foregoing rules concerning controlled substances, alcohol and tobacco, including the consequences for violation of those rules, are hereby incorporated into the coach's team rules for every sport at every

school within the Colorado Military Academy interscholastic athletic program, and are uniformly applicable to all team members.

HAZING/BULLYING/HARASSING

Hazing/Bullying/Harassing by Colorado Military Academy student athletes is strictly prohibited, Hazing/Bullying/ Harassment occurs when an act is committed against a student or a student is coerced into committing an act that creates a substantial risk of harm to the student or to any third party in order for the student to be initiated into or affiliated with any school group, club, athletics team, grade level, activity, or organization. Hazing/Bullying/Harassing includes but is not limited to:

- Any activity involving an unreasonable risk of physical harm, including paddling, beating, whipping, branding, electric shock, sleep deprivation, exposure to weather, placement of harmful substances on the body and participation in physically dangerous activities.
- Any activity involving consumption of alcohol, drugs, tobacco products, or any other food, liquid, or other substance that subjects the student to an unreasonable risk of physical harm.
- Any activity involving actions of a sexual nature or the simulation of actions of a sexual nature.
- Any activity that subjects a student to an extreme and unreasonable level of embarrassment, shame, or humiliation or which creates a hostile, abusive, or intimidating environment for the student to include social media.
- Any activity involving any violation of federal, state, or local law, or any violation of Colorado Military Academy policies or regulations.

ATHLETIC FEES

An athletic fee will be charged for athletes in grades K—12. The athletic fee, participation form, and sports physical, will be collected prior to participating in any practices or games.

Students who qualify under the Federal Free or Reduced Price Meal Program must provide documentation/evidence that they are paying the discounted fee.

All students must register and pay their fee at the Colorado Military Academy Main Office.

High School/Middle School athletic fees

- Full Fee: \$125.00
- Reduced Lunch: \$75.00
- Free Lunch: \$55.00
- Non CMA Fee: \$175.00

Elementary athletic fees

- Full Fee: \$75.00
- Reduced Lunch: \$55.00

- Free Lunch: \$35.00
- Students not enrolled in the Colorado Military Academy or Non District Fee: \$100.00

Full fees will be collected until proof of free or reduced lunch is submitted. The parent/guardian is responsible to provide proof of the student's qualification for "Free" or "Reduced" lunch program. A copy of the current school year's National School Lunch Program approval letter must be brought to the Athletic Office at the same time you register for the sport your athlete will be participating in. A letter must be submitted each school year.

Refunding Fees

It will be the responsibility of the athlete to initiate the refund with the Athletic Office within ten (10) days after separation from a team. The business office will have a refund form that will require the coach to sign off, to ensure that all equipment has been returned, and a copy of the check cleared from the bank before we start the refund process. Transfer of fees from one season to another is not permitted.

- Full refund - If cut by the coach or athlete voluntarily drops before first scheduled contest.
- Half refund—If injured prior to the midpoint of the competitive season and remains with the squad without participating.
- No refund— If cut as a result of disciplinary action or if athlete quits voluntarily after the first scheduled contest.

ELIGIBILITY

High school (grades 9-12) interscholastic athletic eligibility is set by the Colorado Military Academy Athletic Department and is as follows:

- No athlete may participate in a scheduled competition if they have even one “F” during the weekly eligibility period or any missing assignments.
- No athlete may participate in any athletic event if he/she has not attended a minimum of 50% of a normal class schedule on the day of the event. Exceptions to this rule must be approved by a building administrator.
- Any athlete that wants to practice/play with any outside team of the same sport during the same season must notify the CMA athletic director and receive permission from the athletic director’s office.
- A student is ineligible to enter interscholastic athletic competition if he/she reaches their 19th birthday prior to August 1.
- Under no condition may approval be granted for participation in more than four (4) seasons in a specific activity or if the student requires an exception to the consecutive or total semester rule.
- Any student who has attended more than eight semesters (in grades 9-12) is ineligible for high school athletics.

A student may lose his/her eligibility for an extended period of time. The request for such action can be initiated by a coach or building athletic director. The student and parent shall be notified of the actions taken by a coach or administrator.

Grounds for suspension from participation shall be:

- Violation of school and/or team training and participation responsibilities.
- Willful disobedience and/or defiance of proper authority (coaches, referees, or other school personnel).
- Destruction, defacement, or damage to school property.
- Behavior that is disruptive to the welfare, safety or morals of other students or the community at large.

No student shall represent his/her school in interscholastic athletics until there is 1) a statement of Student Eligibility on file with the athletic director or principal signed by his/her parent or legal guardian and 2) a signed physical form certifying that he/she has passed an adequate physical examination within the past year, noting that in the opinion of the examining physician, physician's assistant, nurse practitioner or a certified/registered chiropractor, that the student is physically fit to participate in high school athletics; that the student has the consent of his/her parents or legal guardian to participate; and 3) the parent and participant have read, understand and agree to the Colorado Military Academy Handbook for eligibility.

GENERAL LETTERING GUIDELINES

- Award winners must have conformed to the eligibility rules of the Colorado Military Academy.
- Award winners must attend practices and contests to the satisfaction of the coach.
- Award winners must maintain academic eligibility to the satisfaction of the coach.
- Award winners must have returned all loaned equipment and have no outstanding obligations for fees or lost equipment.
- An injured athlete who is not able to participate may receive an award by a recommendation from the coach or athletic director.

Specific award requirements for a letter are:

Air Rifle - Competes in 75% of team events.

Basketball - Play in half of the total varsity quarters.

Bowling - Competes in 90% of matches.

Cheer - Minimum requirements: compete at the JV level in one season, earn numerals and at the end of three seasons, receives a letter. Compete at the varsity level for one season, earn letter.

Individual high schools may have additional requirements.

Cross-Country - Runs in half of the total varsity meets.

Drone Racing - Competes in 75% of team races.

eSports - Participates in half of the varsity contests.

Golf - Plays in half of the total varsity matches.

Soccer - Plays in half of the total varsity halves.

Track & Field - Competes in half of the total varsity meets and must score 15 points.

Ultimate Frisbee - Plays in half of the minutes throughout the season.

Volleyball - Participates in half of the total varsity games.

- Athletes may earn a letter after successfully completing four (4) sport seasons in one sport.
- Athletes may earn a letter without an emblem after successfully completing six (6) sport seasons in various sports.
- Any athlete who quits or is dropped from the squad automatically forfeits any possibility of earning an award.
- An award will not be awarded if the athletic director feels the athlete has not justifiably earned an award even though the athlete has met the specific requirements.
- The Athletic Director must approve all awards.
- A manager may earn a letter on the second and each succeeding year that he/she serves as a manager. In an outstanding case, a letter may be awarded for the first year.
- All team members of any team that wins a state championship shall be awarded a letter.

Students transferring from other schools may count sport seasons completed in the school they transferred from if approved by the athletic director.

AWARD RESTRICTIONS

Only award winners will be permitted to buy official award jackets. The official description of a CMA letter jacket is to be determined.

Only official apparel such as letters, emblems, and patches that have been earned shall be worn on the award jacket.

AWARDS

- Numerals may be awarded to athletes who meet the requirements.
- Letters will be awarded to athletes who meet the requirements.
- Varsity captains shall be awarded a star emblem to be placed on their letter.
- Service bars will be awarded each time an athlete letters in a specific sport. The bars are to be displayed on the letter.
- Patches may be purchased by letter winners of league, district, regional and state championships.
- The letter shall be worn or placed on the jacket on the left side where a breast pocket would be located. The numerals shall be placed on the right side over the pocket.
- An award may be purchased to replace a worn or lost award.

COMMUNICATING CONCERNS & COMPLAINTS

Communication Procedure:

1. Player / Parent / Other
2. Assistant Coach
3. Head Coach
4. Athletic Director
5. Dean of Discipline

The following procedure will be used for all concerns and complaints:

INITIAL COMMUNICATION

A student athlete, parent, guardian, coach, or a member of the public with a concern or complaint should first try to resolve the matter directly and informally with the individual(s) concerned. This may be done either verbally or in writing to the individual(s) involved.

Review

If the matter cannot be resolved informally at the initial level, the complainant should submit a written statement describing his/her concerns in a clear, specific and detailed manner to the building athletic director. The building athletic director shall review the steps taken to resolve the complaint informally up to that point, investigate the facts (including obtaining relevant information through interviews of persons having knowledge of the matter), and either facilitate a mutually acceptable resolution of the problem (including, where appropriate, arranging a face-to-face meeting of the parties) or otherwise render a decision on the matter. Any resolution or decision shall be arrived at as soon as the circumstances reasonably permit and shall be communicated in writing to all parties of the dispute (with a copy to the building principal). If the building athletic director has not resolved or decided the matter to the satisfaction of one or more parties of the dispute, any dissatisfied party may submit a written statement to the building principal stating the basis of their dissatisfaction. The building principal shall review all the building athletic director's documentation, conduct any additional investigation he or she deems necessary, and either facilitate a mutually acceptable resolution of the problem or otherwise render a decision on the matter. Any resolution or decision shall be arrived at as soon as the circumstances reasonably permit, and shall be communicated in writing to all parties of the dispute.

Appeal

If the complainant feels the issue has still not been resolved, he/she may submit a written appeal in a timely manner to the Principal. If the complainant feels the issue has still not been resolved, he/she may submit a written appeal in a timely matter to the Board of Directors.