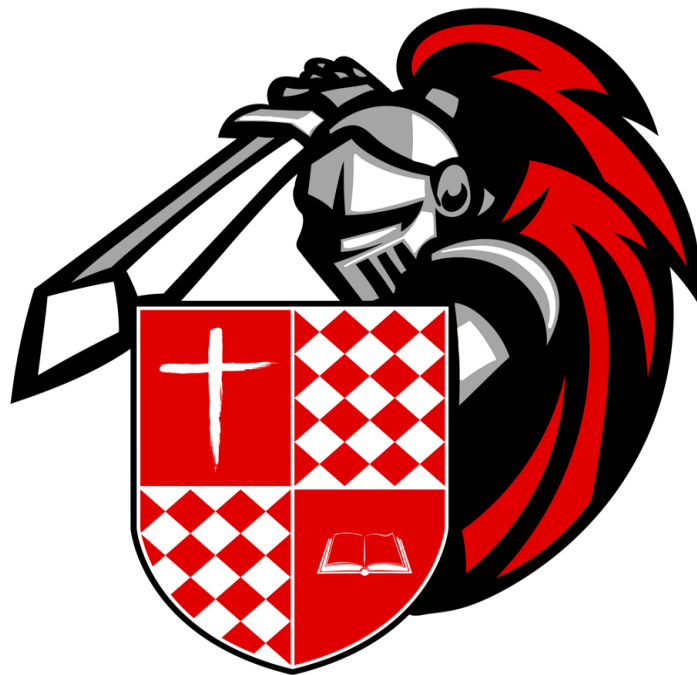


Lee Park Preparatory
2026-2027
Athletic Handbook



2505 Morgan Mill Road
Monroe, NC 29110
704-289-4674



LEE PARK PREPARATORY SCHOOL

His divine power has granted to us all things that pertain to life and godliness through the knowledge of
him who called us to his own glory and excellence.

2 Peter 1:3 (ESV)

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PURPOSE

- Prepare students for life and godliness
- Promote a Biblical worldview in all areas of life and learning.
- Pursue excellence in education as a way to glorify God.
- Partner with families in discipling and preparing students for life and godliness.

As a Ministry of Lee Park Church, the Lee Park Preparatory School Athletic Department believes the Biblical command to be holy because God is holy and should be followed in every area, especially Athletics. School athletics provides a unique opportunity to develop leaders, teach students good sportsmanship and authority over each other, and teach them how to work as a team to prepare them for their future, wherever the Lord takes them.

ROLE OF ATHLETICS

As a ministry of Lee Park Church, athletics at Lee Park Preparatory School is an integral part of both our educational mission and our calling as a church.

Athletics is not a separate or optional program—it is a vital part of preparing students for life and godliness, consistent with the mission of Lee Park Church and Lee Park Prep.

Through athletics, we:

- Disciple student-athletes to apply their faith in every area of life, including competition.
- Develop character and leadership skills rooted in Biblical principles.
- Build a Christ-centered community and school spirit, providing students with a strong identity as image-bearers of God.
- Cultivate discipline, sacrifice, teamwork, and perseverance, shaping students into leaders who will impact their future families, churches, and communities for Christ.
- Proclaim the gospel through our testimony to other schools, officials, and all who observe our teams, living as lights in a dark world (Matthew 5:16).

PHILOSOPHY

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At Lee Park Prep, we intentionally use athletics to foster physical, mental, and spiritual growth. Athletics is not just about competition—it is one of the most powerful tools for developing spiritual character and Christlike leadership.

We will:

1. Be intentional to bring God’s Word into every practice and competition, knowing it is our foundation (2 Timothy 3:16).
2. Be intentional to coach each athlete as an image-bearer of God, worthy of dignity and discipleship (Genesis 1:27).
3. Be intentional to develop unity among our teams, knowing the Body of Christ functions best in harmony (Ephesians 4:3).
4. Be intentional to love well, because Christ first loved us (1 John 4:19).

ATHLETIC TEAMS

Lee Park Preparatory School offers a full athletics program for students in grades 6–12. As part of our mission to prepare students for life and godliness, we encourage broad participation by all students who meet academic, spiritual, and behavioral expectations.

- Fall tryouts are held in early August.
- Winter tryouts are held in late October.
- Spring tryouts are held in mid-February.
- Cheerleading tryouts are held each spring for the following school year.

Students in grades 6–8 are eligible to participate in middle school teams.

Students in grades 7–12 may be eligible for participation on junior varsity (JV) and varsity teams, depending on skill level and team needs.

Sports currently offered at Lee Park Prep include:

BOYS

- Fall: Soccer and Cross Country
- Winter: Basketball
- Spring: Track & Field, Baseball, Golf, and Flag Football (MS only)

GIRLS

- Fall: Volleyball and Cross Country.
- Winter: Basketball and Cheerleading.
- Spring: Track & Field, Softball, Golf, Soccer., and Cheer (MS only)

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ATHLETIC CHAPEL

Discipleship is the most important thing for Lee Park Prep's Athletic Department. Thus, the athletic department sponsors an athletic chapel/FCA, allowing athletes to come together with high school and middle school sports teams to study scripture. The goal is to promote the importance of the Christian community and have each athlete hold each other accountable in their walk with the Lord. This athletic chapel is required for any in-season athlete. Athletes must attend unless the athlete received an excuse from the Athletic Director at least four days before the chapel. The chapels will take place on select Wednesdays after school.

ATTENDANCE POLICIES

In order to participate in an extracurricular activity (e.g., athletic practice/game, theatrical rehearsal/ performance, etc.) a student must be present for the entire school day, except in cases of pre-arranged absences cleared by a grade-level principal and emergencies that are cleared with the grade-level principal. Students who sleep during class will be counted absent for the course in which they fall asleep. This absence will then be considered by the grade-level principal to ensure there are not extenuating circumstances to excuse this behavior.

A. Attendance. The school day is from 8:00 AM to 3:00 PM, Monday through Thursday, with Friday being an asynchronous e-learning day. Attendance and punctuality are essential if a child will receive maximum benefit from Lee Park Preparatory School. In addition, faithfulness and punctuality are life skills we strive to develop at LPP.

B. Friday Attendance Keeping

Friday E Learning is part of the uniqueness of Lee Park Preparatory. This is designed to offer more flexibility to families and staff as well as to prepare students for online learning. Attendance for Friday E Learning is marked on Monday morning and defined as completing the assignments for the Friday E Learning by their due date. Students who do not complete their Friday E Learning will not be allowed to participate in extracurricular activities including sports the following school day. Each assignment in the Friday E Learning may have a due date of Friday or Sunday night. This is communicated on the assignment platforms.

C. Attendance Policy: Students are permitted 8 excused absences per semester in each course. Absences due to school activities (e.g., field trips, athletics) do not count as part of the 8 days per semester. Work missed for excused absences must be completed. Attendance is taken per block/period. A parental note and approval by the grade-level principal must be received for an absence to be considered excused. After the 8th absence there are only two reasons for excused absences:

1. Death of a family member; and
2. Sickness (approved ONLY WITH A DOCTOR'S EXCUSE).



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Students will not be allowed to make up work missed for unexcused absences until seat time is “reclaimed.” **Students will also be considered ineligible to participate in extracurricular activities including sports until the seat time is reclaimed.** The school will permit students to “reclaim” seat time on designated dates (i.e., a teacher work day, or Saturday detention) set by the administration. Communication with the school office is essential.

Students are accountable for assignments made during their absences and must communicate with their teacher for assignment due dates. Scheduled tests/quizzes missed with an unexcused absence will normally receive a zero. All other graded work such as homework, book reports, labs, research papers, etc., will receive a penalty of 10 points per every day late.

If a student reaches 12 absences during the school year, whether excused or unexcused, a meeting between the student, parent, and an administrator will be scheduled. Having 16+ absences may result in a student not being able to continue at LPP, or not being permitted to return the following year. In cases where quarantine is a matter of precaution and does not include a student illness, school work is still expected through the online learning platform on the scheduled date due.

D. Attendance Keeping

- See Student Handbook.

E. Responsibility for Make-Up Work due to Excused Absence

- See Student Handbook.

F. Tardiness

Students who arrive after 8:00 AM will not be admitted to class without a tardy note from school office personnel. All tardy students are to report to the school office for check-in and a written tardy note before going to class. Doctor’s appointments, severe road conditions, traffic delays due to accidents, and car trouble are examples of excused tardiness. Please call the school office or email office@leeparkprep.org to notify LPP of the situation. Oversleeping, sleeping in, stopping for gas, running late, etc. are examples of unexcused tardiness.

The school office will issue the appropriate tardy slip. Students will give the tardy slip to their teacher, who will record the tardy in the grade book as either excused or unexcused. After three unexcused tardy slips in any given semester each subsequent tardy is equivalent to one absence. This type of tardiness counts against perfect attendance, as well as toward the 8 day maximum for absences. (See Attendance Policy) **and eligibility for extracurricular activities.** If a pattern of tardiness is detected, a meeting with a principal will be required. For example, if a student receives their 4th unexcused tardy in a semester, they are counted absent for that particular class and ineligible for athletic participation that day.



ACADEMICS:

Lee Park Preparatory student-athletes are students first and foremost. To be eligible for a sport, high school students are to abide by the standards set forth in the School Handbook and meet the academic criteria for continuing eligibility in sports at Lee Park Prep.

- **Initial Eligibility:** All high school students must have a minimum of a C in each of their courses to be eligible for sports at Lee Park Preparatory School..

- **Grade Checks—**Student-athletes must have a minimum C average in all courses at the time of progress reports or report cards during the semester. Those who do not meet this requirement are considered ineligible to participate in sports and placed on a two-week probationary period. At the end of the 2-week probationary period, students must have a minimum grade of C in each course to return to playing.

- **CONTINUED ELIGIBILITY**

At the end of each progress report or report card, student-athletes should have a minimum of a C in all courses to remain eligible for sports. Students who fail to maintain a C in every course will be placed on a 2-week probationary period. All classwork submitted during the probationary period must contribute to correcting the deficit grades. If the overall course grade has not improved by the end of the probationary period, probation will be extended until the next report card or progress report.

- **ACADEMIC INELIGIBILITY**

Students who do not meet the academic requirements outlined above are ineligible to continue on a sports team to allow the student time to restore their academic standing.

AWARDS

End of Season Athletic Banquets and Celebrations

- To celebrate the hard work, growth, and achievements of our student-athletes, Lee Park Preparatory School will host an End-of-Season Athletic Banquet after each season for both Middle School and High School teams.

Guidelines:

- Location, date, and cost of all banquets or gatherings must be pre-approved by the Director of Athletics.



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- Coaches may arrange additional team celebrations at their discretion but are responsible for communicating all event details to their athletes and families.

BANQUET/AWARDS CEREMONY

At the banquet or celebration, each coach will recognize players by giving out the following awards.

Coaches are responsible for selecting the recipients for their team.

1. Most Improved Award

- This award recognizes the player who dedicated time and effort to grow their skills and demonstrated the greatest improvement throughout the season. It may also be awarded to a first-time player who excelled beyond expectations and made a strong contribution to the team.

2. Prep Honor Award

- A personal award from the coach, the Prep Honor recognizes a student-athlete's unique contribution to the team. It may highlight outstanding performance, exceptional leadership, unwavering work ethic, or another quality that made a significant impact on the team's success.

3. Shield Award

- The highest honor in Lee Park Preparatory Athletics, the Shield Award is presented to athletes who consistently demonstrate Christlike character. In practices, games, and daily life, these players exhibit their love for the LORD and a strong desire to honor Him in every area, especially through athletics.

4. All-Conference, All-State, and MVP Recognition

- All-Conference selections are voted on by the conference coaches and approved by the conference leadership. Students receiving All-Conference honors will be recognized at the banquet.
- All-State selections are determined by the head coach, based on the athlete's performance, leadership, and merit demonstrated particularly during the state tournament.
- Tournament MVP Awards may be given if a team wins the state tournament and qualifies, honoring exceptional athletic performance and character throughout the season and postseason play.

HALL OF FAME

Lee Park Prep desires to honor its student-athletes who have excelled both in the classroom and in their sport. The Hall of Fame was developed during the first year of the school and continues to be an ongoing legacy for student-athletes. To be considered for the Lee Park Prep Hall of

Fame, the student-athlete must meet at least six of the seven criteria that cover Academic, Christian Character, sportsmanship, and Individual Accomplishments. The Hall of Fame committee will meet in the spring for the school year to deliberate about the Hall of Fame. The committee comprises the Director of Spiritual Life, the Athletic Director, and Senior Pastor of Lee Park.

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Lee Park Prep Student Athlete Hall of Fame

1. Graduate from Lee Park Prep with a 3.2 GPA
- If a student does not have a 3.0 GPA, they cannot qualify for the Hall of Fame.
2. Recommendation from the Hall of Fame Committee
3. Shield Award/Team Captain
4. All-State/All-American
5. 1st Team All-Conference
6. Player of the Year Award
7. School Record (Lasting at Least 3 Seasons) Basketball-Volleyball-Soccer-Etc.

Additional Information:

Awards may be given at the discretion of the coach, based on both Christian character and athletic ability. While coaches are encouraged to recognize their top players, the final decision for all awards rests with the Athletic Department.

Final approval for Hall of Fame recognition is given by the Head of School, with the input and agreement of the Athletic Department and high school principal to ensure academic integrity and that the student meets the established criteria. The heart of these celebrations is to honor the athletic achievements, spiritual growth, and character development of every Lee Park Prep athlete. In all things, our athletic program aims to prepare students for life and godliness, building not only strong athletes but Christ-centered leaders for the future.

BULLYING OR HAZING

The Athletic Department will handle any bullying or hazing incidents in accordance with the discipline procedures outlined in the School Handbook.

COLLEGE ATHLETIC SIGNINGS

Lee Park Prep celebrates the hard work and dedication of our student-athletes who commit to continuing their athletic careers at the collegiate level. To ensure a meaningful and well-organized signing event, the following guidelines will be followed:

1. Notify the Guidance Counselor
The student-athlete must first communicate their intent to sign with a college or university to the Guidance Counselor. The counselor will then notify the Athletic Department and the Communications Team to begin preparations for the signing ceremony.
2. Advance Notice Required
The Director of Athletics Communications must be notified at least 5 school days in

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advance of the desired signing date to allow proper coordination and promotion.

3. Submit Official Paperwork

Official paperwork (e.g., National Letter of Intent or institutional commitment letter) must be submitted to the Guidance Counselor as soon as it is received.

- All documents must be printed on college letterhead and signed by a college coach or athletic department representative.

4. Confirmation of Event Details

Once the date and paperwork are approved, an email will be sent to the student and parents confirming the time, location, and details of the signing event.

5. Missed Deadline Policy

If required paperwork is not received on time, the student-athlete will be asked to wait until the next available signing date in order to be formally recognized.

CONTRACT

Being a student-athlete is a privilege for Lee Park Prep's students, not a right. Student-athletes can compete at a high level, travel, serve the community, and (if qualified) attend national tournaments. With these great privileges also come responsibilities and sacrifices. Student-athletes and Coaches are to conduct themselves in a manner that is becoming to themselves, their family, their team, and most importantly, their Christian testimony. Students, legal guardians, and coaches must sign contracts agreeing to the standards of Lee Park Prep's Athletic Department. If a student-athlete and their legal guardians do not sign the agreements, the student cannot play any sport at Lee Park Prep.

Spectator Conduct, Removal, and Appeal Process

Lee Park Preparatory School expects all spectators, parents, legal guardians, family members, students, and guests to conduct themselves in a manner that reflects Christian character,

sportsmanship, respect, and self-control. Athletic events are an extension of the school's educational ministry and should reflect the mission and values of Lee Park Preparatory School and Lee Park Church.

Any spectator whose behavior is deemed disruptive, disrespectful, threatening, abusive, profane, intimidating, or otherwise inconsistent with the standards of Lee Park Preparatory School may be instructed to leave the event by a member of the Athletic Department, school administration, event security, game officials, or other authorized personnel.

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The Athletic Department and school administration reserve the right to impose restrictions on attendance at athletic events, including temporary suspension of attendance privileges, probationary attendance status, restricted access to athletic facilities, or permanent removal from athletic events and school-sponsored activities. Such restrictions may be imposed when conduct is determined to be detrimental to the safety, order, mission, or reputation of the school.

The Athletic Director and school administration reserve the right to implement a period of restricted attendance or suspension of attendance privileges while incidents are investigated and reviewed.

Any individual wishing to appeal a disciplinary action, attendance restriction, or ban must submit a written appeal to athletics@leeparkprep.org within five (5) days of receiving notification of the action. Appeals must be addressed to both the Athletic Department and school administration.

Upon receipt of an appeal, the Athletic Director and administration will review the matter and may conduct interviews with involved parties, witnesses, coaches, officials, or other individuals deemed necessary. The administration may uphold, modify, or overturn the disciplinary action.

If the individual remains dissatisfied with the decision, a written appeal may be submitted to the Head of School. Following review by the Head of School, a final appeal may be submitted to the Lee Park Preparatory School Board of Education. Decisions of the Board of Education shall be considered final regarding school athletic participation and attendance privileges.

Lee Park Preparatory School reserves the right to immediately remove any individual from school property when circumstances warrant and to prohibit future attendance at school-sponsored events for a specified period of time or indefinitely.

Trespassing and Campus Access

Lee Park Preparatory School and its athletic facilities are private property. Attendance at athletic events is a privilege extended by the school and may be revoked at any time.

Any individual who has been instructed to leave school property, athletic facilities, or a school-sponsored event must immediately comply with the directive of school personnel. Authorized personnel include members of the Athletic Department, school administration, event staff, security personnel, and other designated representatives of the school.

Any individual whose attendance privileges have been suspended, revoked, or restricted and who returns to campus or a school-sponsored event without authorization may be considered trespassing.

Individuals who refuse to leave when directed or who return after being prohibited from attending may be subject to removal by law enforcement and may face criminal trespass charges as permitted by applicable law.

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The school reserves the right to issue written notices of trespass, prohibit access to indoor and outdoor athletic events, and restrict access to any portion of school property when necessary to maintain the safety, order, and mission of the school community.

CANCELLATION

The safety and well-being of our student-athletes, coaches, and staff are of utmost importance. To ensure this, we have established the following policy regarding the cancellation of games or practices due to weather conditions or other unforeseen circumstances.

Decision Timeframe:

- All decisions regarding the cancellation of games or practices will be made by Noon on the day of the scheduled event. This allows ample time for all participants and their families to make necessary arrangements.

Weather-Related Cancellations:

- The school will closely monitor weather conditions and forecasts to make informed decisions.
- In cases where Union County Public Schools (UCPS) cancels sports or activities due to weather-related reasons, our school will adhere to their decision and cancel our events accordingly.
- Notifications from UCPS will be reviewed promptly to ensure timely communication of cancellations.

Communication of Cancellations:

- Once a decision is made, the cancellation will be communicated to all student-athletes, coaches, and parents through the following channels:
 - School Website: An announcement will be posted on the homepage.
 - Email: A notification will be sent to the email addresses on file for all relevant parties.
 - Text Message: For those who have opted into text alerts, a message will be sent.

Rescheduling:

- Efforts will be made to reschedule any canceled games or practices. Coaches will coordinate with the athletic director to find suitable dates and times.
- Rescheduled events will be communicated through the same channels mentioned above.

Additional Considerations:



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- In the event of sudden and severe weather changes after 1:00 PM, the school reserves the right to make immediate decisions to ensure the safety of all participants. Notifications will be sent out as soon as possible in such cases.

CONDUCT

Lee Park Preparatory School is a Convent school and a ministry of Lee Park Church. Due to this, Lee Park Church maintains the expectation that this school always reflects Christian character through its programs. Students and Parents/legal guardians are expected to conduct themselves accordingly, especially while cheering for Lee Park students. During the game, the officials hold the authority to enforce the rules of play. Parents/legal guardians and students are to treat the officials with respect. Likewise, we ask that you extend Christian courtesy to our opponents and their fans. Disrespectful comments directed towards officials or opposing players will not be tolerated. If a Parent /legal guardian is asked to leave a game due to such behavior, and it becomes a recurring issue, Lee Park Prep reserves the right to exclude that Parent /legal guardian from attending any further games for the remainder of the year.

Guidelines:

Disorderly Conduct:

- The Athletic Department has the authority to remove any person from athletic events if they are deemed to be acting in a disorderly manner. This includes, but is not limited to:
 - Verbal or physical abuse
 - Disruptive behavior
 - Harassment of players, coaches, officials, or other spectators
 - Any actions that undermine the integrity and enjoyment of the event

Private Property Enforcement:

- Lee Park Prep is private property. The school reserves the right to enforce rules regarding who may attend its events.
- Individuals who are removed from an event for disorderly conduct may be prohibited from attending future events at the discretion of the Athletic Department and school administration.

Consequences and Appeals:

- If a person is removed from an event, they will be informed of the reason for their removal.

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- o Bans from future events will be communicated in writing.
- o Individuals may appeal their ban by submitting a written request to the Athletic Director, who will review the case in consultation with the school administration.

COMMUNICATION POLICY

At Lee Park Prep, clear and Christ-honoring communication between students, parents, coaches, and the athletic department is vital. To protect our students, coaches, and ministry, all communication must follow the guidelines below.

General Communication Expectations

Decision Timeframe:

- o All decisions regarding the cancellation of games or practices will be made by Noon on the day of the scheduled event. This allows ample time for all participants and their families to make necessary arrangements.

Weather-Related Cancellations:

- o The school will closely monitor weather conditions and forecasts to make informed decisions.
- o In cases where Union County Public Schools (UCPS) cancels sports or activities due to weather-related reasons, our school will adhere to their decision and cancel our events accordingly.
- o Notifications from UCPS will be reviewed promptly to ensure timely communication of cancellations.

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 - School Website: An announcement will be posted on the homepage.
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- Rescheduled events will be communicated through the same channels mentioned above.

Additional Considerations:

- In the event of sudden and severe weather changes after 1:00 PM, the school reserves the right to make immediate decisions to ensure the safety of all participants. Notifications will be sent out as soon as possible in such cases.

Transportation Changes and Cancellations:

- Lee Park Prep will communicate any transportation changes, weather cancellations, or important updates through school email. The athletic schedule will be posted and updated on the school's website.

Practice and Uniform Information:

- Coaches are responsible for communicating practice schedules, uniform requirements, and team logistics directly to their athletes and parents via group communication methods.

Electronic Communication Guidelines

To protect the integrity of our relationships and ensure a Christ-honoring environment, all communication between staff members/coaches and students must adhere to the following guidelines:

1. One-on-One Communication Prohibited:

- Staff members and coaches are prohibited from engaging in one-on-one communication with students via text, email, phone call, or any electronic platform—regardless of the student's sex—unless:
 - A parent/guardian is included in the communication thread, or
 - The communication occurs through a school-monitored platform (e.g., Google Classroom, school email).

2. Group and Parent-Inclusive Messaging:

- Group messages that include other students, parents, or staff members are appropriate. Class-wide emails, team updates, or digital announcements must be sent through school-monitored platforms and/or include parent contacts when possible.

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Parent/Guardian Communication with Coaches

Middle School Teams (Grades 6–8)

Concerns About Playing Time or Practice Schedules:

- Parents/guardians should observe a **24-hour “cooling-off period”** following any game before contacting a coach.
- After this period, they may reach out directly to the coach in a respectful and constructive manner.
- If concerns remain, a **joint meeting** with the coach and the **Athletic Director** may be requested.

Junior Varsity & Varsity Teams (Grades 9–12)

Concerns About Playing Time or Practice Schedules:

- Parents/guardians and student-athletes must observe a 24-hour “cooling-off period” following any game before initiating communication.
- After the cooling-off period, the student-athlete is expected to speak directly with their coach regarding any concerns.
- If the issue is not resolved after the student-athlete has met with the coach, a follow-up meeting involving the coach and Athletic Director may be requested.
- Parents/guardians may not contact JV or Varsity coaches directly about playing time, practice schedules, or performance-related concerns. All such communication must be directed through the Athletic Director.

General Expectations

- Encouraging student-athlete responsibility is a core value of our program.
- All communication should be respectful, constructive, and private.
- Failure to follow this policy may result in restricted access to games or other administrative action.

Eligibility Questions (All Levels)

- **Concerns About Eligibility:** For questions regarding student-athlete eligibility, parents/guardians should contact the Athletic Director and Director of Student Life.
- **Communication During Athletic Events:** Spectators are not permitted to raise concerns with coaches, staff, or administration during or immediately after a game.
- All concerns must be addressed through email or by contacting the school office at an appropriate time.



Eligibility Questions (All Levels)

- For concerns about academic or athletic eligibility, contact the Athletic Director or Director of Student Life.
- Coaches are not responsible for determining eligibility and should not be contacted for clarification.

Communication During Athletic Events

- Spectators may not approach coaches, staff, or administrators during or immediately after a game to raise concerns.
- All concerns should be communicated by email or by calling the school office during school hours.
 - Students must direct all communication through approved channels or include a parent/guardian.

Exceptions for Necessary Communication:

- If individual communication becomes absolutely necessary (e.g., illness before a trip):
 - Parents/guardians and the Athletic Director must be copied on the message.
 - Phone calls must be pre-approved by a parent/guardian and conducted in the presence of another adult.

Sensitive or Disciplinary Information:

- Sensitive, corrective, or disciplinary topics must be addressed in person with another adult present as a witness.
These topics should never be discussed through digital messaging, email, or social media.

Reporting and Accountability:

- Parents are asked to notify school administration immediately if this policy is violated.
- Any breach of this communication policy will be reviewed by administration and may result in disciplinary action.

Video/Filming Guidelines

- Individuals filming practices or games must inform and coordinate with the head coach.
- Filmmers must remain off the field or court at all times.
- Drones are prohibited unless pre-approved by the Athletic Director and must never fly over students, coaches, or spectators.
- Any music used in athletic videos must meet the school's Music Guidelines (must be Christ-honoring and appropriate).



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- Final videos intended for public use must receive approval from the head coach and/or Athletic Director before posting.

Implementation and Training

- These communication policies will be shared with all athletes and parents/guardians at the beginning of each athletic season.
- All coaches and athletic department staff will receive training on these communication expectations to ensure consistency, professionalism, and protection for all parties.

Our Standard:

“Let everything you say be good and helpful, so that your words will be an encouragement to those who hear them.”

— Ephesians 4:29

CONFERENCE RULE

Lee Park Prep has aligned with and follows the guidelines of the CGAA for middle school athletics and the MAAC for high school athletics. Additionally, Lee Park falls under the authority and is covered by the CSAA as our State Association. Lee Park Prep will follow the disciplinary guidelines of these associations and reserves the right to go beyond these guidelines.

Lee Park Preparatory School has aligned with and follows the guidelines of the **North Carolina Independent Schools Athletic Association (NCISAA)** for both middle school and high school athletics. Lee Park Prep falls under the authority of the **NCISAA** as our official state athletic association. We will uphold and abide by all eligibility, competition, and disciplinary regulations set forth by the NCISAA.

Additionally, **Lee Park Prep reserves the right to implement disciplinary actions or guidelines beyond those of the NCISAA** when necessary to uphold the mission and values of the school and to maintain the highest standards of Christian character, sportsmanship, and integrity.

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CONCUSSION PROTOCOL

Lee Park Preparatory follows the concussion protocol issued by the NCHSAA, which is included in Appendix A of this handbook.

DRESS CODE

As representatives of Lee Park Prep and ambassadors of Christ, student-athletes are expected to demonstrate excellence and modesty in their appearance both on and off the field.

General Expectations

- Modest, neat, and clean attire is expected at all times during athletic participation, travel, and school-sponsored events.
- Clothing must reflect the values of Lee Park Prep and Lee Park Church—avoiding tight, revealing, or inappropriate styles.
- Undergarments should not be visible at any time.
- No jewelry may be worn during practices or games, including body piercings.
- Hairstyles must align with the school's standards (see student handbook for details).

Game Day Dress

- On designated jersey/spirit wear days, athletes may wear:
 - Team jersey or t-shirt (must be modest and not sleeveless unless worn over another shirt)
 - Jeans or other pants in accordance with school dress code
- Jerseys or spirit wear must be tucked in and worn with pride and professionalism.
- Coaches must approve and communicate when game day dress is allowed.

Travel Attire

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- Students must travel to and from games in:
 - Team uniforms
 - Team warm-ups
 - Lee Park Prep-issued team shirts
 - Or school dress code-approved attire (e.g., polo and khakis, dress/skirt, etc.)
- All attire should be modest and reflect a professional team image.

DRUG POLICY

Lee Park Prep reserves the right to drug test any student participant for reasonable suspicion of drug, alcohol, intoxicant, or tobacco usage. Documented physical symptoms, observations, or information implicating the use of alcohol, drugs, intoxicants, or tobacco will qualify as reasonable suspicion. Parents/legal guardians and participants will be notified of the requested test. Failure to honor a requested test could result in an athletic suspension. Lee Park Prep will be financially responsible for all tests requested based on reasonable suspicion.

Notification Procedure: The Lee Park Prep Administrator will be notified of all negative results. Communications will be made by phone or fax with the student's number and no name. In the event of a positive test, lab personnel will contact the collector and/or school designee to determine if the positive test resulted from over-the-counter or prescription drugs. Validated positive test results will be reported to Lee Park Prep.

Director of Student Life and Athletic Director. Then, they will contact the student, Parent /legal guardian, and coach.

Consequence of a Positive Test: A positive test result will validate usage. Consequences of validated use will coincide with the Student Handbook.

Refusal to Test or Tampering with Specimen: Refusal to provide a specimen sample or tampering with the specimen will be treated as a positive test.

ELIGIBILITY COMPLIANCE

As a member school of the North Carolina Independent Schools Athletic Association (NCISAA), Lee Park Preparatory School fully submits to the eligibility policies and rulings of the NCISAA.

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We are committed to upholding the following NCISAA guidelines for athletic participation:

General Eligibility Rules

1. Full-Time Enrollment
 - A student-athlete must be enrolled as a full-time student at Lee Park Prep, defined as taking at least 60% of scheduled classes at our school.
2. Graduation Status
 - No student-athlete who has graduated or received a high school diploma or equivalent may participate in NCISAA-sanctioned activities.

Reclassification Policy

- Reclassification is allowed for academic purposes only.
- Any student-athlete who reclassifies after entering 9th grade at a NCISAA member school must comply with the Eight Semester Rule (explained below).

Reclassification Exception

A student-athlete may reclassify and retain an additional year of athletic eligibility only if:

- The reclassification occurs at the first NCISAA member school of attendance.
- The student remains in compliance with the NCISAA age policy (must not turn 19 before August 1 of the current school year).
- The student does not transfer to another NCISAA or non-member school after reclassifying.

Eight Semester Rule

- Student-athletes are allowed to participate in athletics for no more than eight consecutive semesters after initial enrollment in 9th grade at any NCISAA school.
- If a student reclassifies at their first NCISAA school, they are eligible for an additional year provided:
 - They have not yet started 12th grade.
 - They meet the age requirement (under 19 by August 1).
 - They do not transfer after reclassification.

Participation in athletics at Lee Park Prep is a privilege, not a right. It reflects a student's academic responsibility, spiritual maturity, and commitment to the mission of our school and church.

We joyfully commit to uphold both Lee Park Preparatory's standards and the rules and regulations set forth by the NCISAA in all athletic matters.



FULL-TIME ENROLLMENT REQUIREMENT

In accordance with NCISAA rules, all student-athletes must be enrolled as full-time students at Lee Park Preparatory School to participate in athletics.

- A full-time student is defined as taking at least 60% of scheduled classes on Lee Park Prep's campus.
- Homeschool students are not eligible to participate in athletics at Lee Park Prep, even if they take partial classes or have other affiliations.
 - Only full-time enrolled Lee Park Prep students may play for our school.

Playing for Another School

- Lee Park Preparatory has a non compete clause for all athletes related to participation in sports programs for other schools. Students may participate in recreational sports such as rec leagues, church leagues, or travel ball but **may not play for another school while being a student athlete at Lee Park Preparatory**. This includes school teams that are blended with homeschool and rec team students. Any student who plays for another school will not be allowed to participate in athletics at Lee Park Preparatory for 365 calendar days.

NCISAA Compliance Regarding Transfers

- Any student transferring to Lee Park Prep from another NCISAA member school must complete the NCISAA Transfer of Eligibility Form before they are eligible to participate in any practices, workouts, or games.
- Students transferring after August 1 will be subject to NCISAA's 120-day ineligibility period unless otherwise exempted under NCISAA rules.
- Final athletic eligibility is contingent upon approval by the NCISAA State Office.

VOLUNTEER EXPECTATIONS

Parental involvement is vital for the success and smooth operation of our athletic events. Lee Park Prep encourages parents to volunteer in various capacities to support our athletic programs.

Volunteer Expectations:

- Parents/legal guardians are expected to volunteer for at least two (2) games per season in which their student competes.

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- Failure to meet this volunteer requirement will result in the student-athlete being ineligible to participate in postseason tournaments, playoffs, or championship events.
- For sports or teams that do not participate in a postseason tournament, playoff, or championship event, failure to meet the volunteer requirement will result in the student-athlete being ineligible to participate during the final week of the team's scheduled season. This may include practices, games, competitions, team events, or other athletic activities as determined by the Athletic Director.
- All volunteers must sign up in advance and receive confirmation from the athletic department.
- Volunteers should exhibit good sportsmanship and serve as role models for our student-athletes.
- The Athletic Director reserves the right to make final determinations regarding volunteer fulfillment, eligibility, and enforcement of this policy.

Alternate Option:

- Families who are unable to fulfill the volunteer requirement may pay a **\$100 fee** to have their responsibilities covered by another approved volunteer. This option must be arranged through the athletic department prior to the scheduled events.

Guidelines:

Volunteer Opportunities:

- **Post-Game Cleanup:**
Parents can help by staying after games to clean up the field, court, or gymnasium. This includes collecting trash, organizing equipment, and ensuring the facility is left in good condition.
- **Ticket Sales and Money Handling:**
Parents can assist with taking money for tickets at the entrance of games and events. This role requires reliability and basic accounting skills to ensure accurate collection and handling of funds.
- **Scorekeeping:**
Parents may volunteer to keep the score during games. This requires attention to detail and an understanding of the sport's scoring system. Training will be provided if necessary.

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Sign-Up Process:

- A volunteer sign-up sheet will be distributed at the beginning of each season and made available online through the school's website.
- Parents interested in volunteering can sign up for specific roles and dates based on their availability.

SPORTS FEE

Student-athletes will be assessed an athletic participation fee of \$300 for their first sport during the academic year. Each additional sport will incur a fee of \$100.

- Participation fees help offset the costs associated with athletics, including officials, equipment, uniforms, facility usage, transportation, tournament entry fees, and program operations.
- Participation fees must be paid prior to a student-athlete participating in contests unless alternative arrangements have been approved by the administration.
- The administration reserves the right to provide financial assistance or establish payment plans for families with demonstrated financial need.

Once the fee is paid, the student will receive their uniform. The fee can be paid when filling out the Athletic Registration on Arbiter. The link and instructions on how to fill out the form will be sent to the parent's email after the student makes the team.

SPORTS PHYSICALS

To ensure the safety and well-being of our student-athletes, Lee Park Prep adheres to the state of North Carolina's regulations requiring valid sports physicals for all athletes.

Requirement for Physicals:

- No athlete can compete in practices or games until the school receives a valid physical.
- The physical must be valid during the entire season. This includes off season workouts.
- The physical must be current and conducted by a licensed healthcare provider.

Submission of Physicals:

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- o The physical form should be uploaded when completing the Athletic Registration on Arbiter.
- o Instructions on how to complete the Athletic Registration and upload the physical form will be sent to the parent's email after the student makes the team.

Obtaining the Physical Form:

- o If parents need a copy of the physical form, they can refer to Appendix D.

RESTORATION PROGRAM

The Restoration program is to disciple student-athletes who have failed to follow the standards for athletes. The Restoration program is a Bible study for students to learn how to walk in humility and repentance. Lee Park Prep's Athletic department chose the word "restoration" because biblical restoration begins with repentance. It is not the desire of Lee Park Preparatory School to see children fail. However, Lee Park Preparatory School understands the importance of enforcing rules to protect, teach, and provide complete education and preparation for adulthood, even in athletics. If an athlete enters the Restoration Program, depending on the athlete's gender, they will either meet with the Athletic Director or the Director of Student Life. The athletic director and the director of student life will meet each week to evaluate whether the athlete will continue in the program or re-enter Lee Park Prep sports. The Athletic Director and the Director of Spiritual Life reserve the right to dismiss any student-athlete from their sport if they believe the student shows no evidence of remorse.

TRANSPORTATION

To ensure the safety and well-being of our student-athletes during transportation to away games, Lee Park Prep has established the following guidelines. These measures are in place to minimize liability and ensure that all transportation is conducted by approved and qualified individuals.

Transportation Arrangements:

- o Lee Park Preparatory School will arrange for transportation to all away games using approved vehicles and drivers.
- o Parents /legal guardians and athletes will be informed of the transportation arrangements. If a Parent /legal guardian wishes to drive their child to the game separately, they must inform the coach and the athletic department in advance.
- o If a parent/legal guardian drives their child to the game, the child will not be allowed to ride on the bus if the team goes to eat after the game or on the return trip to the school.

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- To ensure the safety of all students and coaches, Lee Park Preparatory School's buses will be equipped with video and audio recording systems accessible solely to administration.

Athlete-Driven Transportation:

- Athletes with driver's licenses are not permitted to drive themselves or others to away games. This is to prevent potential liability issues and ensure the safety of all students.

Approved Vehicles and Drivers:

- Unless a parent is driving his/her child to an away game, all transportation to away games must be in vehicles that have been approved by the school.
- Drivers must meet the following requirements:
 - Completed a background check.
 - Possess valid insurance.
 - Hold a current driver's license.

Implementation:

- Coaches and athletic department staff will ensure that transportation arrangements adhere to these guidelines.
- Any exceptions to this policy must be approved by the Athletic Director in writing.

UNIFORM RETURN POLICY

All school-issued athletic uniforms and equipment remain the property of Lee Park Preparatory School and must be returned in good condition.

Uniforms must be returned to the coach or athletic department within one week (7 calendar days) following the team's final game, match, competition, or the student's departure from the team.

Any uniform, uniform component, or issued athletic equipment that is not returned within the required timeframe will result in a \$100 replacement fee. This fee will also apply to uniforms or equipment that are lost, stolen, damaged beyond normal wear and tear, or returned incomplete.

Students with outstanding uniform fees will not be permitted to participate in additional athletic programs, practices, games, workouts, or tryouts until all fees have been paid in full.

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For graduating seniors, athletic awards, recognitions, transcripts, diplomas, and other school-issued graduation materials may be withheld until all outstanding athletic obligations and uniform replacement fees have been satisfied.

The Athletic Director and school administration reserve the right to assess additional replacement costs if the actual replacement value exceeds the standard fee.

Appendix A



GFELLER-WALLER/NCHSAA STUDENT-ATHLETE CONCUSSION MANAGEMENT RESOURCES

1. **Instructions** for completing the forms used when documenting a student-athlete's concussion can be found in the information below.

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- ❖ Gfeller-Waller/NCHSAA Concussion Management Guiding Principles
 - Key Tenets of Concussion Management
- NCHSAA Specific Requirements Regarding the Gfeller-Waller Concussion Awareness Law as Defined by the NCHSAA Sports Medicine Advisory Committee (SMAC)
 - Health and Safety Personnel
- ❖ Gfeller-Waller/NCHSAA Concussion Management Algorithm
- ❖ Concussion Gradual Return-to-Play Protocol FAQ Sheet

2. **Forms** for use when documenting a student-athlete's concussion can be found below.

- ❖ Gfeller-Waller/NCHSAA Student-Athlete Concussion Injury History Form
- ❖ Medical Provider Concussion Evaluation Recommendations Form
- ❖ Concussion Return-To-Learn Recommendations Form
- ❖ NCHSAA Concussion Return to Play Protocol Form
- ❖ Return to Play Form

3. **Organization** of the forms used when documenting a student-athlete's concussion can be done by using the checklist below.

- ❖ Concussion Management Documentation Checklist

Last Updated January 2017



Gfeller-Waller/NCHSAA Concussion Management Guiding Principles

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Key Tenets of Concussion Management

1. **No athlete with a suspected concussion is allowed return to practice or play the same day that his or her head injury occurred.**
2. **Athletes should never return to play or practice if they still have ANY symptoms.**
3. A concussion is a traumatic brain injury that can present in several ways and with a variety of signs, symptoms, and neurologic deficits that can present immediately or evolve over time.
4. Both academic and cognitive considerations should be addressed when managing a student-athlete with a concussion. The NC Dept. of Public Instruction now requires a "Return to Learn" plan for students with suspected head injury. Also, consider guidance on proper sleep hygiene, nutrition, and hydration.
5. More than one evaluation is typically necessary for medical clearance for concussion. Due to the need to monitor concussions for recurrence of signs and symptoms with cognitive or physical stress, Emergency Room and Urgent Care physicians typically should not make clearance decisions at the time of first visit.
6. In order to clear an athlete to return to sport without restriction, an athlete should be completely symptom-free both at rest AND with cognitive stress, then with full physical exertion (i.e. has completed **Return to Play Protocol**). 7. It is typically not feasible for a provider to diagnosis an acute concussion and provide clearance on the same day.

NCHSAA specific requirements regarding the Gfeller-Waller Concussion Awareness Law as defined by NCHSAA Sports Medicine Advisory Committee (SMAC)

1. All NC public high school and middle school student-athletes must have a Licensed Physician's (MD/DO) signature on the **RETURN TO PLAY FORM** which serves as the medical clearance releasing the student-athlete to return to athletic participation prior to them returning to play.
2. The physician signing the **RETURN TO PLAY FORM** is licensed under Article 1 of Chapter 90 of the General Statutes and has training in concussion management.
3. Physicians may choose to delegate aspects of the student-athlete's care to an office based licensed athletic trainer, licensed nurse practitioner or licensed physician assistant who is working under that physician's supervision, and may work in collaboration with a licensed neuropsychologist in compliance with the Gfeller-Waller Concussion Law for RTP clearance.

Health and Safety Personnel

Licensed Physician - Physician Licensed to Practice Medicine (MD or DO) under Article 1 of Chapter 90 of the General Statutes and has training in concussion management.

Licensed Athletic Trainer (LAT) - An individual who is licensed under Article 34 of Chapter 90 of the General Statutes entitling them to perform the functions and duties of an athletic trainer.

Licensed Physician Assistant (PA) - Any person who is licensed under the provisions of G.S. 90-9.3 to perform medical acts, tasks, and functions as an assistant to a physician.

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Licensed Nurse Practitioner (NP) - Any nurse approved under the provisions of G.S. 90-18(14) to perform medical acts, tasks or functions.

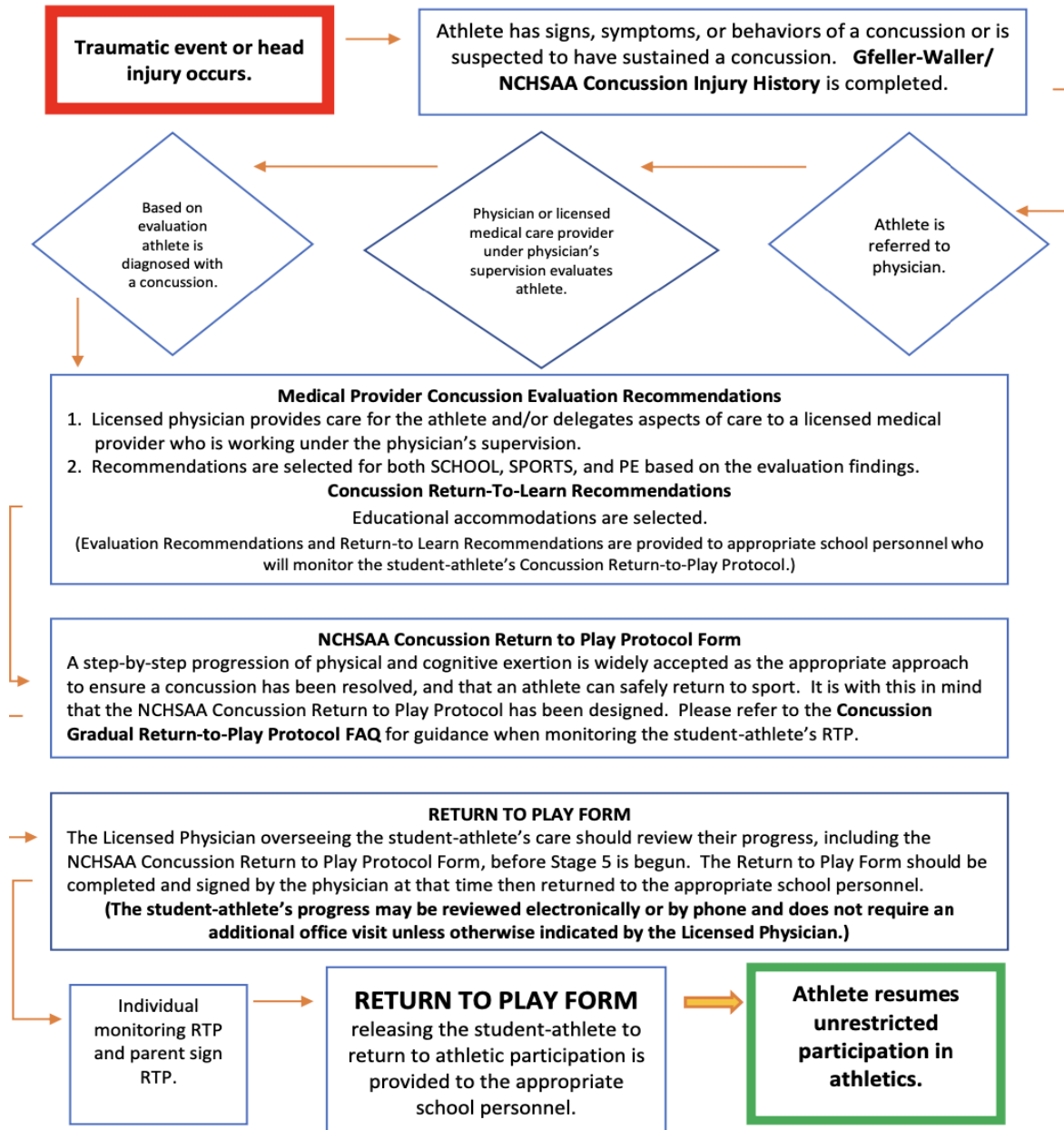
First Responder (FR) - A first responder must meet the requirements set forth by the North Carolina State Board of Education Policy HRS-D-000.

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Gfeller Waller/NCHSAA Student-Athlete Concussion Management Algorithm



Last Updated January 2017



Concussion Gradual Return-to-Play (RTP) Protocol FAQ

How will I know if the student-athlete is symptom free and ready to begin the RTP Protocol?

Once a student-athlete is completely free of both documented clinical signs and symptoms at rest and classroom induced signs and symptoms (caused by cognitive stimulation such as reading, computer work, and schoolwork) a gradual Return-to-Play (RTP) progression can be started.

Who can monitor the RTP Protocol?

The Licensed Physician who has examined the student-athlete (or their designee), Licensed Athletic Trainer, Licensed Physician Assistant, Licensed Nurse Practitioner, Licensed Neuropsychologist may monitor the athlete. If one of these licensed medical providers is not accessible, the school's first responder can monitor the RTP.

Who must go through the RTP Protocol?

All student-athletes diagnosed with a concussion are required to complete a Return-to-Play Protocol that proceeds in a step-by-step fashion with gradual, progressive stages.

Can a student-athlete engage in physical activity/exercise prior to starting Stage 1?

A qualified yes; keeping in mind that the physical activity/exercise should involve **NO** risk of head trauma and should occur only under direct orders of the treating licensed physician who has evaluated the student-athlete. This light exertion can be started before a student-athlete is entirely asymptomatic. There is evidence that "sub-symptom threshold exercise" (i.e. light exertion that does not cause new or worsen existing symptoms) is safe and may be helpful in concussion recovery,

What activities are included in the RTP Protocol stages?

The RTP Protocol begins with light aerobic exercise designed only to increase your heart rate (e.g. stationary bicycle), then progresses to increasing heart rate with movement (e.g. running), then adds increased intensity and sport-specific movements requiring more levels of neuromuscular coordination and balance including non-contact drills and finally, full practice with controlled contact prior to final clearance to competition.

How does the student-athlete know if he/she is ready to advance to the next stage?

After monitored completion of each stage without provocation/recurrence of signs and/or symptoms, a student-athlete is allowed to advance to the next stage of activity.

How long is a stage?

The length of time of a stage is typically at least 24 hours.

What should the student-athlete do if signs and/or symptoms return?

If signs/symptoms occur with exercise, the student-athlete should stop and rest. Once free of signs/symptoms for 24 hours, the student-athlete returns to the previously completed stage of the protocol that was completed without recurrence of signs/symptoms and progresses forward in the protocol. During this process, it is important that student-athletes pay careful attention to note any return of concussion signs/symptoms (headache, dizziness, vision problems, lack of coordination, etc.) both during and/or in the minutes to hours after each stage. In the event that signs/symptoms are experienced, they should be reported to the individual monitoring the student-athlete's RTP Protocol.

What should be done if the student-athlete is unable to complete a stage successfully after two attempts?

If a student-athlete is unable to complete a stage twice without return of signs/symptoms, consultation with the licensed physician who has examined the student-athlete is advised. A student-athlete should be progressed to the next stage only if he/she does NOT experience any signs/symptoms.

How long should the completed RTP Protocol form be kept on file?

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The completed RTP Protocol form should remain on file at least until the student-athlete graduates from high school.



Gfeller-Waller/NCHSAA Concussion Injury History

Student-Athlete's Name: _____ Sport: _____ Male/Female

Date of Birth: _____ Date of Injury: _____ School: _____

<u>Following the injury, did the athlete experience:</u>	<u>Circle one</u>	<u>Duration (write number/ circle appropriate)</u>	<u>Comments</u>
<i>Loss of consciousness or unresponsiveness?</i>	YES NO	_____ minutes / hours	
<i>Seizure or convulsive activity?</i>	YES NO	_____ minutes / hours	
<i>Balance problems/unsteadiness?</i>	YES NO	_____ hrs / days / weeks /continues	
<i>Dizziness?</i>	YES NO	_____ hrs / days / weeks /continues	
<i>Headache?</i>	YES NO	_____ hrs / days / weeks /continues	
<i>Nausea?</i>	YES NO	_____ hrs / days / weeks /continues	
<i>Emotional Instability (abnormal laughing, crying, anger?)</i>	YES NO	_____ hrs / days / weeks/ continues	
<i>Confusion?</i>	YES NO	_____ hrs / days / weeks /continues	
<i>Difficulty concentrating?</i>	YES NO	_____ hrs / days / weeks /continues	
<i>Vision problems?</i>	YES NO	_____ hrs / days / weeks /continues	

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<i>Other</i> <hr/> <hr/>	YES NO		
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Person completing Injury History Section: Licensed Athletic Trainer, First Responder, Coach, Parent /legal guardian , Other (Please Circle)

Name of person completing Injury History: _____

Describe how the injury occurred: _____

Additional details: _____

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Medical Provider Concussion Evaluation Recommendations

(To be completed by Licensed Physician (MD/DO) or an LAT, PA, or NP under treating physician's supervision)

Name of Athlete: _____ Date of Evaluation: _____

All NC public high school and middle school student-athletes must have a Licensed Physician's (MD/DO) signature on the **Return to Play Form: Medical Clearance Releasing the Student-Athlete to Return to Athletic Participation** prior to them returning to play. Due to the need to monitor concussions for recurrence of signs & symptoms with cognitive or physical stress, Emergency Room and Urgent Care physicians should not make clearance decisions at the time of first visit. All medical providers are encouraged to review the CDC site if they have questions regarding the latest information on the evaluation and care of the scholastic athlete following a concussion injury. Providers should refer to NC Session Law 2011-147, House Bill 792 Gfeller-Waller Concussion Awareness Act for requirements for clearance, and please initial any recommendations you select. (Adapted from the Acute Concussion Evaluation (ACE) care plan (<http://www.cdc.gov/concussion/index.html>) and the NCHSAA concussion Return to Play Protocol Form.)

The recommendations indicated below are based on today's evaluation.

RETURN TO SCHOOL: PLEASE NOTE

1. The North Carolina State Board of Education approved "Return-To-Learn after Concussion" policy effective 2016- 2017 school year to

address learning and educational needs for students following a concussion. **2.** A sample of accommodations is found on the **Concussion Return to Learn Recommendations** page.

SCHOOL (ACADEMICS): Out of school until _____.

(Physician identified May return to school on _____ with accommodations selected on the **Concussion Return to Learn** below should check **Recommendations** page.

all recommendations May return to school now with no accommodations needed. that apply.)

RETURN TO SPORTS: PLEASE NOTE

A step-by-step progression of physical and cognitive exertion is widely accepted as the appropriate approach to ensure a concussion has resolved,

and an athlete can return to sport safely. The **NCHSAA Concussion Return to Play Protocol** has been designed using a step-by-step progression.

SPORTS & PHYSICAL: Not cleared for sports or physical education at this time.

EDUCATION May do light physical education that poses no risk of head trauma such (i.e. walking laps). (Physician identified May start RTP Protocol under appropriate monitoring.

below should check Must return to examining physician for clearance before returning to sports/physical education. all recommendations Has completed a gradual RTP Protocol without any recurrence of symptoms. The **RETURN TO PLAY FORM** that apply.) has been completed and signed by the Licensed Physician releasing the student-athlete to full participation.

Physicians may choose to delegate aspects of the student-athlete's care to a physician practice based licensed athletic trainer, licensed nurse practitioner or licensed physician assistant who is working under that physician's supervision, and may work in collaboration with a licensed neuropsychologist in compliance with the Gfeller-Waller Concussion Law for RTP clearance. * If this option is chosen, that individual should be designated by completing the requested information at the bottom of this page *.

Physician Licensed to Practice Medicine MD / DO

Date _____ Signature of

Please Print Name

Office Address _____ Phone Number _____ Physician
signing this form is licensed under Article 1 of Chapter 90 of the General Statutes and has training in concussion management.

*** The physician above has delegated aspects of the student-athlete's care to the individual designated below ***

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_____ date _____ Signature of
Physician Practice Based LAT, NP, PA-C, Neuropsychologist (Please Circle)

Please Print Name

Office Address _____ Phone Number _____

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Concussion Return-To-Learn Recommendations

(To be completed by Licensed Physician (MD/DO) or an LAT, PA, or NP under treating physician's supervision)

Name of Athlete: _____ **date:** _____

Following a concussion, most individuals typically need some degree of cognitive and physical rest to facilitate and expedite recovery. Activities such as reading, watching TV or movies, playing video games, working/playing on the computer and/or texting require cognitive effort and can worsen symptoms during the acute period after concussion. Navigating academic requirements and a school setting present a challenge to a recently concussed student-athlete. A Return-To-Learn policy facilitates a gradual progression of cognitive demand for student-athletes in a learning environment. Healthcare providers should consider whether academic and school modifications may help expedite recovery and lower symptom burden. It is important to review academic/school situation for each student athlete and identify educational accommodations that may be beneficial.

Educational accommodations that may be helpful are listed below.

Return to school with the following supports:

Length of Day

- Shortened day. Recommended _____ hours per day until re-evaluated or (date) _____. ≤ 4 hours per day in class (consider alternating days of morning/afternoon classes to maximize class participation) Shortened classes (i.e. rest breaks during classes). Maximum class length of _____ minutes.
- Use _____ class as a study hall in a quiet environment.
- Check for the return of symptoms when doing activities that require a lot of attention or concentration.

Extra Time

- Allow extra time to complete coursework/assignments and tests.
- Take rest breaks during the day as needed (particularly if symptoms recur).

Homework

- Lessen homework by _____ % per class, or _____ minutes/class; or to a maximum of _____ minutes nightly, no more than _____ minutes continuous.

Testing

- No significant classroom or standardized testing at this time, as this does not reflect the patient's true abilities.
- Limited classroom testing allowed. No more than _____ questions and/or _____ total time.
 - student is able to take quizzes or tests but no bubble sheets.
 - student able to take tests but should be allowed extra time to complete.
- Limit test and quiz taking to no more than one per day.
- May resume regular test taking.

Vision

- Lessen screen time (SMART board, computer, videos, etc.) to a maximum _____ minutes per class AND no more than _____ continuous minutes (with 5-10 minute break in between). This includes reading notes off screens. Print class notes and online assignments (14 font or larger recommended) to allow to keep up with online work. Allow student to wear sunglasses or hat with bill worn forward to reduce light exposure.

Environment

- Provide alternative setting during band or music class (outside of that room).
- Provide alternative setting during PE and/or recess to avoid noise exposure and risk of injury (out of gym). Allow early class release for class transitions to reduce exposure to hallway noise/activity.
- Provide alternative location to eat lunch outside of cafeteria.
- Allow the use of earplugs when in noisy environment.
- Patient should not attend athletic practice



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__ Patient is allowed to be present but not participate in practice, limited to __ hours

Additional Recommendations:

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NCHSAA Concussion Return to Play Protocol Form

Name of Student- Athlete: _____ Sport: _____ Male/Female

Date of Injury: _____ Date Concussion Diagnosed: _____ Date Symptom Free: _____

The Licensed Physician overseeing the student-athlete's care should review their progress, including the student-athlete's NCHSAA Concussion Return to Play Protocol Form, before Stage 5 is begun. The **RETURN TO PLAY FORM** should be completed and signed by the Licensed Physician at that time. **(The student-athlete's progress may be reviewed electronically or by phone and does not require an additional office visit unless otherwise indicated by the Licensed Physician.)**

STAGE	EXERCISE	GOAL	DATE STAGE SUCCESSFULLY COMPLETED	COMMENTS	MONITORED BY
1	20-30 min of cardio activity: walking, stationary bike.	Perceived intensity/exertion: Light Activity			
2	30 min of cardio activity: jogging at medium pace. Body weight resistance exercise (e.g. push-ups, lunge walks) with minimal head rotation x 25 each.	Perceived intensity/exertion: Moderate Activity			
3	30 minutes of cardio activity: running at fast pace, incorporate intervals. Increase repetitions of body weight resistance exercise (eg. sit-ups, push ups, lunge walks) x 50 each. Sport specific agility drills in three planes of movement.	Perceived intensity/exertion: Hard Activity, changes of direction with increased head and eye movement			
4	Participate in non-contact practice drills. Warm-up and stretch x 10 minutes. Intense, <u>non-contact</u> , sport specific	Perceived intensity/exertion: High/Maximum			

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	agility drills x 30-60 minutes.	Effort Activity			
	The RETURN TO PLAY FORM should be signed by the Licensed Physician overseeing student-athlete's care before Stage 5 is begun.				
5	Participate in full practice. If in a contact sport, controlled contact practice allowed.				
	If signs or symptoms occur after stage 5 the student-athlete must return to Licensed Physician overseeing student-athlete's care.				
6	Resume full participation in competition.				

Individual who monitored the student-athlete's Return-to-Play Protocol and Parent /legal guardian /legal custodian or designee should sign and date below when stage 5 is successfully completed without return of signs or symptoms.

By signing below, I attest that I have monitored the above named student-athlete's return to play protocol.

Signature of Licensed Physician, Licensed Athletic Trainer, Licensed Physician Assistant,
Licensed Nurse Practitioner, Licensed Neuropsychologist, or First Responder (Please Circle)

Date

Please Print Name

By signing below, I hereby give consent for my child to return to full participation in athletics without restriction.

Signature of Parent/Legal Custodian or Designee

Date

Please Print Name

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North Carolina High School Athletic Association

222 Finley Golf Course Road
Chapel Hill, NC 27515

Phone: (919) 240-7401 FAX: (919) 240-7399 Email: www.nchsaa.org

RETURN TO PLAY FORM:

CONCUSSION MEDICAL CLEARANCE RELEASING THE STUDENT-ATHLETE TO RETURN TO ATHLETIC PARTICIPATION

Name of Athlete: _____ Sport: _____ Male/Female

Date of Injury: _____ Date Concussion Diagnosed: _____ Date Symptom Free: _____

This is to certify that _____ (insert name of athlete) has been examined due to exhibiting the signs, symptoms, and behaviors consistent with a concussion. I attest that the above-named student-athlete is now completely free of previously documented clinical signs, symptoms, and behaviors while at rest and with both full cognitive and full exertional stress. The student-athlete has, additionally, completed the NCHSAA Concussion Return to Play Protocol through stage 4. By signing below, I do, therefore, release the above-named student-athlete to progress through Stage 5, and if symptoms free may advance to Stage 6 resuming full athletic participation.

_____, date: _____ Signature
of Physician Licensed to Practice Medicine MD or DO (Please Circle)
Physician signing this form is licensed under Article 1 of Chapter 90 of the General Statutes and has training in concussion management

Please Print Name

Office Address: _____ Phone Number _____

This form should be provided to the appropriate school personnel when it is completed and signed by the Licensed Physician.

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GFELLER-WALLER/NCHSAA STUDENT-ATHLETE CONCUSSION MANAGEMENT DOCUMENTATION CHECKLIST

The forms used when documenting a student-athlete's concussion can be organized in a detailed fashion by using the checklist below. Please be reminded that The NCHSAA requires that the **Medical Provider Concussion Evaluation Recommendations Form**, the student-athlete's **Return to Play Protocol Form**, and **Return to Play form** must be retained by the school and available for review upon request. It is recommended that all documentation pertaining to injuries sustained by student-athletes, both concussion and otherwise, be retained by the school.

- Concussion Injury History Form**
- *Medical Provider Concussion Evaluation Recommendations Form***
- Concussion Return to Learn Recommendations Form**
- *NCHSAA Concussion Return to Play Protocol Form***
- *Return to Play Form***

*The NCHSAA requires that the **Medical Provider Concussion Evaluation Recommendations Form**, the student-athlete's **Return to Play Protocol Form**, and **Return to Play form** be retained by the school and available for review upon request.

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Appendix B

Lee Park Prep Annual Admissions Pass

2026-2027 Family Pass

Immediate family is the qualifier for entry into home games played at Lee Park. Admission charges for tournaments are not covered by this pass or any past Admissions passes. The “family” includes immediate family (mother, father, brothers or sisters of the participating LP Prep athlete.) To purchase those passes they are available on the Hudl Fan App.

2026-2027 Student Pass

For each sport season a student pass may be purchased to avoid a single entry admission for each season’s home games. To purchase those passes they are available on the Hudl Fan App.

Fall Season - includes Soccer and Volleyball

Winter Season - includes Basketball

Spring Season - includes Baseball, Softball, Soccer and Flag Football

Appendix C

Knight's Roundtable - Community Partner Booster

Knight Legacy Partner - \$7,500.00

Marketing Recognition: (Goal 5 Members \$37.5K)

- Logo with link featured on Lee Park Prep Website
- Logo on LPP Weekly Newsletter throughout the school year
- Prominent name listing on the Knight's Roundtable in Family Life Center (Gym)
- Full page advertisement in Spring Playbill.
- Social Media Recognition -4 post annual.

Squire Heritage Partner - \$5,000

Marketing Recognition: (Goal 10 Members \$50K)

- Logo with link featured on Lee Park Prep Website
- Logo on LPP Weekly Newsletter throughout the school year
- Prominent name listing on the Knight's Roundtable in Family Life Center (Gym)
- Half page advertisement in Spring Playbill.
- Social Media Recognition- 2 post annual.

Page Leadership Partner - \$2500

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Marketing Recognition: (Goal 12 Members \$30K)

- Logo with link featured on Lee Park Prep Website
- Logo on LPP Weekly Newsletter throughout the school year
- Prominent name listing on the Knight's Roundtable in Family Life Center (Gym)
- Quarter page advertisement in Spring Playbill.
- Social Media Recognition- 1 post annual.

Business Partner - \$1250.

Marketing Recognition: (Goal 20 Members \$25K)

- Logo with link featured on Lee Park Prep Website
- Prominent name listing on the Knight's Roundtable in Family Life Center (Gym)
- Call out in Spring Playbill



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Appendix D

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