



**Hawaiian Mission Academy
Athletic Handbook for
Student Athletes & Parents**

(Rev. June 12, 2019)

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A MESSAGE FROM THE ATHLETIC DIRECTOR

Aloha all,

Welcome to the athletic season. Whether this year is your student athletes first, second, or seventh time, we want you to know that our athletic program is a place of growth, but also more importantly, a place where our students can learn life skills and show great sportsmanship by showing Christ's character on the court.

HMA's Athletic program was founded on making sure that all students are involved. With five varsity programs, and four intermediate programs, we hope that your student athletes find a home here as they become a Lady Knight or Knight, and also learn life lessons that will carry on with them into their future.

HMA Athletics is very blessed to have very dedicated volunteer coaches who bring their best when stepping onto the court. They put in numerous hours to make sure that our student athletes are being developed, and that they constantly strive for excellence on the court. When you see one of our coaches, please thank them for their dedication and their commitment. Without them, our students wouldn't have this opportunity.

It is my honor to welcome you to HMA Athletics, and it is my hope and goal that you, as well as your student athlete, take pride, and help us show our league and community what great characteristics and actions are shown through those who come through our program.

To make sure that everyone has the best experience possible, we need you to become informed and familiar with the policies and procedures for HMA Athletics and make the commitment to abide by and support the policies for both student athletes and parents.

Again, mahalo for your support of HMA Athletics.



Matthew Webster
Athletic Director

SCHOOL LEAGUE MEMBERSHIP AND STATE ASSOCIATION AFFILIATIONS

The Interscholastic League of Honolulu (ILH)

Hawaiian Mission Academy is a member of the Interscholastic League of Honolulu (ILH) which is comprised of 22 private schools on the island of O’ahu and has been serving student athletes for hundreds of years. As a member of the ILH, Hawaiian Mission Academy adheres to the rules of the Hawaii High School Athletic Association (HHSAA) and also the National Federation of High Schools (NFHS).

The Hawaii High School State Athletic Association (HHSAA)

The HHSAA is a member of the NFHS. All Hawaii public and private schools are voluntary members of the HHSAA. HHSAA’s goal is to provide an organization in which all schools in Hawaii can work together to support and promote athletics as an integral part of the educational process. HHSAA operates all state tournaments, sanctions schools if out of state compliance, conducts workshops, and provides assistance to the five leagues in the state to help promote sportsmanship. Members of the HHSAA are the following.

- ILH Interscholastic League of Honolulu
- OIA O’ahu Interscholastic League
- MIL Maui Interscholastic League
- KIF Kaua’i Interscholastic Federation
- BIIF Big Island Interscholastic Federation

The National Federation of High Schools (NFHS)

The NFHS is a non-profit organization based out of Indianapolis, Indiana that mandates game rules for over 20,000 interscholastic sports programs within the United States. The NFHS's goal is to establish unity with all schools nationwide and helps enables schools to formulate policies that will help improve their interscholastic sports.

The National Interscholastic Athletic Administrators Association (NIAAA)

The National Interscholastic Athletic Administrators Association preserves, enhances, and promotes educational-based athletics through the professional development of interscholastic athletic administrators. As a recognized accredited educational institution committed to leadership programs, resources, and service opportunities, the Association supports the athletic administrator's effort in providing quality athletic participation opportunities for students.

Positive Coaching Alliance (PCA)

Hawaiian Mission Academy Athletics has partnered with the Positive Coaching Alliance. PCA develops better athletes, better people through resources for youth and high school sports coaches, parents, administrators and student-athletes.

PCA resources, which have reached more than 8.6 million youth, strive to transform high school and youth sports into a Development Zone® culture, where the goal is to develop Better Athletes, Better People and the following become the prevailing models in youth and high school sports:

- The Double-Goal Coach®, who strives to win while also pursuing the more important goal of teaching life lessons through sports
- The Second-Goal Parent®, who concentrates on life lessons, while letting coaches and athletes focus on competing
- The Triple-Impact Competitor®, who strives to impact sport on three levels by improving oneself, teammates and the game as a whole.

PCA gains support from a National Advisory Board, including National Spokesperson and 11-time NBA Champion Coach Phil Jackson, and many other top coaches, athletes, organization leaders and academics who share PCA's mission.

PHILOSOPHY OF HAWAIIAN MISSION ACADEMY ATHLETICS

PHILOSOPHY

The value of expression in human movement is profound. Athletes express themselves physically in sports. Sports participation can be a type of “classroom”, offering athletes the opportunity to develop their God-given talents. Hawaiian Mission Academy desires to enhance personal ability, positive self management, a love of fairness, and responsibility to God’s creation in each student.

An interscholastic program generates a high level of student interest. It allows us to move outside ourselves, interact with others, and better understand our similarities and differences. The interest and interaction is more easily achieved through interaction with outside teams. Hawaiian Mission Academy’s mission is to Live like Jesus, learning, loving, leading. Athletics can contribute to this mission by showing the character of Christ on the court, learning positive characteristics in practices, loving fellow teammates, visiting schools, and leading in showing sportsmanship through all games. The hope for HMA Athletics is to provide a constructive channel for physical expression and opportunities for students, parents, faculty, staff and community members to share experiences.

ATHLETIC DEPARTMENT GOALS AND OBJECTIVES

1. Student athletes at Hawaiian Mission Academy (HMA) will at all times represent HMA as it's ambassadors. Student athletes are expected to reflect Christian values at all times, whether it be practice, on the court, or on team sponsored trips/outings.
2. Student athletes will emphasize self-sacrifice as one learns to be a team player.
3. Each member of HMA Athletics will understand their strengths, and be able to recognize weaknesses in their abilities where improvement may be needed.
4. Each student athlete will learn to understand how their contributions, in cooperation with their teammates, work to make their team reach its full potential.
5. We will be a sports program that provides a place where student athletes learn to control their emotions. The choice of emotions (anger, aggression) can be controlled. Student athletes must decide how they will respond to intense situations long before the situation presents itself.
6. We will be a sports program that provides character education. Ethical dilemmas in athletics are presented to coaches and players during sport participation. Character education can show student athletes how and why to choose the honorable course of action.
7. We will be a sports program that implements academic eligibility and accountability (team practices, etc.) requirements. This can boost interest in studies and can heighten the student's level of responsibility. This occurs when student athletes realize that teammates, coaches, and the school as a whole expects each team member to do their part.
8. We will be a sports program with interaction with the community. This allows student athletes to learn and understand how to be a host and a guest. This provides an opportunity to be a positive Christian witness. Student athletes must understand that their competitors: Heighten the level of performance, are worthy of respect, and provide a means by which personal talents are exercised. When athletes understand that another team makes all of these things possible, then team players will have a host and guest attitude as they approach any game.

Student and Parent Code of Conduct

Players and parents are accountable for their behavior before, during, and after games and/or practices. The following is to assist players and parents to know what is appropriate and what is unacceptable.

Appropriate Student/Parent Behavior

1. I will applaud during the introduction of athletes, coaches and officials.
2. I will shake hands with opponent who fouls our team, while recognizing athlete's performance with applause.
3. I will accept all decisions of officials.
4. Student leaders/parents (ASHMA, etc.) will lead fans in positive manner.
5. I will shake hands with participants and coaches at end of game, regardless of outcome.
6. I will act in ways that treat competition as a game, not a war.
7. I will recognize opposing participant's outstanding performance during the game.
8. I will applaud at end of game for performances of all participants.
9. I will show concern for an injured athlete, regardless of team.
10. I will encourage other people in attendance to display only sportsmanlike conduct.
11. I will show respect for one another's schools.

Unacceptable-Inappropriate Student/Parent Behavior

1. I will not use disrespectful, taunting or derogatory yells, chants, songs, or gestures or any cheers or actions that gloat victory.
2. I will not single out individuals on an opposing team for derogatory or insensitive treatment (inclusive of name calling, applauding only when the player touches the ball, calling players by name or number, etc.)
3. I will not use any racial or sexual remarks.
4. I will not engage in retaliatory cheers even if it is felt that the opposing school has violated the spirit of sportsmanship.
5. I will not throw any objects onto or near the field of play.
6. I will not boo or heckle an official's decision.
7. I will not criticize officials in any way or display anger with an official's call.
8. I will not use language to antagonize opponents.
9. I will not refuse to shake hands or refuse to give recognition for good performances.
10. I will not blame loss of game on officials, coaches, or fellow athletes.
11. I will not use profanity or displays of anger that draw attention away from the game.
12. I will not use noisemakers at any time unless they are mascots or traditional items that have prior approval of the athletic director & ILH.
13. I will not show disrespect for anyone involved in the athletic event.
14. I will not use or promote using any performance enhancing drugs (steroids, growth hormones, etc.) while a parent and student athlete at Hawaiian Mission Academy.

Zero Tolerance Code

Students in the crowd in violation of this code will be escorted out of the gym by the acting gym manager or athletic director, with a review of future attendance with the Athletic Director and Principal. If student refuses to leave, appropriate measures (Parents, Peers, Honolulu Police Department) will be taken to ensure the integrity of the environment and game continue.

Student athletes in violation will be benched by the coach immediately with them following the coaches responsibility code (page 13), with a review of possible game suspensions with the Athletic Director and Principal. Students who receive technical fouls in basketball, or red cards in volleyball are subject to a possible one game suspension by the ILH.

Parents in violation of this code will be escorted off campus by the acting gym manager or athletic director, with a review of future attendance by the HMA Administration and Athletic Department. If parent refuses to leave, appropriate measures (Parents, Peers, Honolulu Police Department) will be taken to ensure the integrity of the environment and game continue.

The Game Officials Athletic Director and or gym manager has the authority to stop a game when a crowd member is threatening the safety and integrity of the game. Said person will be escorted off campus by the acting gym manager or athletic director.

***ANY STUDENT ATHLETE AND PARENT FOUND IN VIOLATION BY THE ATHLETIC DEPARTMENT AND SCHOOL ADMINISTRATION WILL BE REQUIRED TO COMPLETE AN ONLINE REQUIRED PCA COURSE BEFORE BEING INVITED BACK TO THE TEAM AND OR BE A SPECTATOR AT AN HMA GAME.**

RESPONSIBILITIES OF COACHES

Coaches are responsible for their players' actions before, during and after events. Below are the four main actions HMA coaches will take to assure control of players.

1. Pulling player for cooling period
 - a. Foul Language
 - b. Overly aggressive behavior or language towards opponent
 - c. Negative reaction to officials call or non-call
 - d. Negative reaction to crowd
 - e. Anything the coach decides to be detrimental to the overall program
2. Pulling player for the rest of the game
 - a. Second offense to any in category I
 - b. Fighting verbally or attempting to start a fight
 - c. Anything the coach decided to be detrimental to the overall program
3. Suspending player from the game
 - a. Pre or post game gestures or verbal abuse towards opponent
 - b. Anything in category I or II that is flagrant enough to need additional punishment
 - c. Receiving a double technical in a game
 - d. Anything the coach decides to be detrimental to the overall program
4. Taking a player off the team
 - a. Continuation of category II or III behavior
 - b. Cheating
 - c. Physically hurting opponent on purpose
 - d. Receiving two technical fouls over the course of two games.
 - e. Defacing or damaging opponent's school or personal property
 - f. Anything the coach decides to be detrimental to the overall program

Guidelines for Coaches

1. Commitment
 - a. To the students
 - b. To the program
 - c. To the statement of philosophy
2. Experience/Knowledge
 - a. Previous training preferred, but also:
 - i. Previous coaching experience
 - ii. Previous playing experience
 - b. First Aid/CPR & AED/Concussion/Heat Illness/*Fundamentals of Coaching Certification (REQUIRED) *After the third year of coaching
3. Time: Able to devote consistent time to the program
4. Agrees with the philosophy, goals and objectives set forth by the Hawaii Conference of Seventh-day Adventists and Hawaiian Mission Academy.
5. Criminal Records Clearance
6. If coach receives a technical in a game due to behavior, he/she will be suspended for the following game. If a coach receives three technicals during the sports season, he/she may be withdrawn from the coaching staff permanently pending review of the Athletic Director and HMA Administration.

ROLE OF THE HMA COMMUNITY/SPECTATORS

The HMA Community/Spectators are expected to abide by the same guidelines as the athletes and their coaching staff. By reflecting a Christ-centered atmosphere and promoting a positive reputation for Hawaiian Mission Academy, spectators become an important part of the athletic program. We encourage the attendance and support. Spectators are bound also to the Student/Parent Code of Conduct (Pages 10-11).

STUDENT ATHLETE ELIGIBILITY REQUIREMENTS

HMA Academic Eligibility Requirements

The HMA Administration along with the Athletic Director shall be responsible for the eligibility of all athletes. The following is the minimum criteria.

1. Progress reports will be generated every week on Monday during the season. The student must have at least a 2.3 GPA and no F's to participate for the week. Turning in late work on Monday to change a grade for the week is not an option. Each situation or grade concern will be addressed on a case-by case basis.
2. Students who are flagged during the week may practice with the team, but not participate in any games.
3. Three academic ineligibilities (Three progress reports lower than a 2.3 GPAs or F's) will have the student athlete automatically withdrawn from the team. This policy resets during sport season transitions (Volleyball to Basketball or Basketball to Volleyball/Golf).
4. Maintain an acceptable attendance grade with the school registrar
5. Students who receive a D, F or Incomplete from the previous quarter are not eligible to play the following quarter. This rule applies to those participating in fall sports (No D's, F's or I's in the 4th Quarter of the previous school year)

HMA Participation Rules and Requirements

1. All athletes are required to have adequate medical insurance submitted on the Register My Athlete Portal.
2. All athletes must upload on the Register My Athlete Portal a valid "Student Health Record Form" prior to participation. This must be completed, signed and dated by a physician. The student must have a physical examination each year in which they are involved in HMA Athletics. This form must be submitted by the first practice. Girls Volleyball athletes must submit by the first game.

3. All student athletes and parents must sign on the RegisterMyAthlete Portal a 2019-2020 Athletic Handbook Agreement, along with code of conduct agreement by the first day of practice. Girls Volleyball athletes must submit by the first game.
4. All athletes and parents must acknowledge and accept the following statements and policies regarding sport participation.
 - a. The team is always more important than the individual
 - b. There is no uniform set of criteria for earning a spot on a team, however roster decisions are generally made based on the number of students trying out, their performance during tryouts, their assessed skill-level and their assessed level of athleticism. The coaches reserve the right to insert additional criteria if they deem it necessary. Additionally, the coaches choose the group of athletes they feel will best complete a cohesive team (i.e. it's not necessarily true that all of the athletes who earn spots on the varsity are "better players" than all of the athletes on intermediate, etc.)
 - c. Earning a spot on any team does not guarantee a position on the same team for any (or all) subsequent year(s). Athletes must try out for their respective sport teams each year with exceptions made on a case-by-case basis (injuries, etc.). Participation in off season sports programs/leagues/clinics, HMA, community, club, or otherwise is encouraged, but it does not guarantee an athlete a position on any sports team. Likewise, non-participation does not preclude an athlete from earning a spot on any sports team.
 - d. The HMA Administration, athletic department, and coaching personnel do not endorse any particular off-season sports program/league/clinic, or any particular organization that sponsors such activities.
 - e. Athletes must be on time to practice. Tardiness will not be accepted. Exceptions are possible on a case-by-case basis.
 - f. Athletes are committed to the athletic schedule when joining a team. This includes being at games during holiday breaks (Thanksgiving, Christmas, Spring Break)

5. Any student who attends school less than half a school day shall be ineligible to play or practice that day. At the discretion of the athletic director, an exception may be granted due to extenuating circumstances.

FINANCIAL GUIDELINES

A participation fee determined by the financial committee at the beginning of the school year will be assessed by the business office. Students of Hawaiian Mission Academy must speak to the business office for arrangements of the fee before the first game. Students from HMA Ka Lama Iki and HMA Windward must have the fee paid to the HMA Business office before the first game. Additional fees may occur for individual sports (Golf) and consumable items (Spandex, Board Shorts, Warm ups.) Fees must be paid a week before the first game scheduled.

Athletic Policy for Students with Learning Disabilities (Modified from NIAAA)

Upon the request of a student, parent, teacher or coach, any student with an IEP or 504 Plan submitted and on file with the registrar's office who wishes to participate in the HMA Athletic program is referred to the HMA Athletic Committee who will consider the eligibility of each student on a case by case basis. The case will then be submitted to the ILH and HHSAA if the Athletic Committee feels like league and state rules are hindering the decision. The committee will base its decision on a four part criteria and also the "pathway to play" process.

Four part criteria includes

1. Will the sport need to be fundamentally altered?
2. Will the disability provide a competitive advantage to the student?
3. Will the disability provide a disadvantage to other participants?
4. Will there be an increased risk of injury for the student and other athletes?

Pathway to Play Process includes

1. The student is able to participate in mainstream athletics with accommodations. The accommodations do not;
 - a. Fundamentally alter the sport
 - b. Provide the student an advantage
 - c. Cause a disadvantage to other athletes
 - d. Significantly increase the safety risk
2. The student is able to participate against or alongside other athletes in mainstream individual events with allowable accommodations or modifications. The accommodations and/or modifications do not:
 - a. Fundamentally alter the sport
 - b. Provide the student an advantage
 - c. Cause a disadvantage other athletes
 - d. Significantly increase the safety risk
3. The student is unable to participate in mainstream individual or team sports because the needed accommodations or modifications.
 - a. Fundamentally alter the sport
 - b. Provide the student an advantage
 - c. Cause a disadvantage to other students
 - d. Significantly increase the safety risk

Quitting or Being Dropped From a Team

An athlete who has made a team and quits or is dropped for disciplinary reasons shall be ineligible to participate in athletics for up to one calendar year at the discretion of the athletic director and the principal.

It is most important that the athlete understand his/her obligation to his team and carry out that responsibility for the duration of the season once he/she makes the team. It is an honor and privilege to make the team and others are being denied that honor if one player makes the team then decides to quit.

ILH Eligibility Requirements

1. A student in grades 7th, 8th, and 9th are eligible to participate at the intermediate level of ILH athletic activities.
2. A student in grades 9th, 10th, and 11th are eligible to participate at the junior varsity level of ILH athletic activities
3. A student in grades 9th, 10th, 11th, and 12th are eligible to participate at the varsity level of ILH athletic activities. Once a student has participated at the varsity level, that student is not allowed to participate at a lower level.
 - a. Exceptions: as identified in the OP's for each ILH sponsored athletic activity.
4. A student in grades 9th, 10th, 11th is eligible to participate at the junior varsity level of ILH athletic activity. Once a student has participated at the junior varsity level, that student athlete is not allowed to participate at the intermediate level.
 - a. Exceptions: as identified in the OP's for each ILH sponsored athletic activity.
5. A 7th, 8th, or 9th grade student has a 1-year limit of eligibility in each grade at the intermediate level. A 7th, 8th, or 9th grade student may participate only on year in each grade level. A 7th, 8th, or 9th grade student who repeats a grade will not be eligible during the grade being repeated at the intermediate level.
6. A student will have three consecutive school calendar years of junior varsity eligibility from the date he or she begins 9th grade for the first time at any school.
7. A student will have four consecutive school calendar years of varsity eligibility from the date he or she begins the ninth grade for the first time at any school.
 - a. Exception: A student may participate in varsity football only in his or her 2nd, 3rd, or 4th eligibility year.
 - b. Exception: 9th grade student as varsity wrestling by waver only.
8. A student becomes permanently ineligible to participate if he or she has reached the age of (19) nineteen by September 1st.
9. Dual Participation: No student may participate in two ILH sponsored sport activities on the same calendar date:

- a. Exception: Unless one of the activities is an ILH Championship, HHSAA event, or non-league activity.
10. A student who has graduated from a high school is not eligible to participate in an ILH sponsored athletic activity.
11. An ILH school team season starts with the first day of practice as specified by the ILH, and ends with the last State Tournament date in that sport, or with the last scheduled ILH date if there is no state tournament. For an ILH school team in junior varsity and intermediate season, the ending date is the last scheduled ILH event for the given team, even if other teams in that division have games to play. During this “school season” time, the school team may play school opponents of their choices provided they abide by rules pertaining to amateur standing and follow required sanctioning procedures.
12. Students may, at the discretion of the ILH, participate on a team comprised of opposite gender, if there is no corresponding team of their own gender in that sport, and the ILH does not sponsor a program for that sport in their own gender.
13. Ineligible student may practice with their school team, but may not participate in any ILH sponsored activity.
14. Ineligible student may practice with their school team, but may not participate in any non-league event per HHSAA (eligibility rule Compliance with HHSAA Administrative Policies and Regulations)
15. A member school is not allowed to have students participating on two separate teams that are in the same sport and division of competition level unless both teams represent the same member school. Example: School Team A-Blue, School Team A-White or CO-OP Team A-Orange, CO-OP Team A-Brown.

ILH Transfer Rules

1. A student who represented an ILH school in Hawaii and who transfers to a member school shall be ineligible to represent the school to which he/she transfers to in any sport in which he/she has participated at the former school, for one calendar year from leaving the former school. If the student has not participated for the previous school in the immediate past school year prior to transfer, he/she will be eligible to immediately participate upon entering the new school provided other eligibility rules are met.
2. If a participant who represented a combined ILH group, i.e., Pac-5 team, transfers to another school of the same group, he/she may be eligible to participate in that specific group activity immediately.
3. A student who has represented a non-ILH school in Hawaii in regular league play and whose name appears on that school's eligibility and participation lists shall be ineligible to represent the ILH school to which he/she transfers in any sport in which he/she has participated at the former school, for one calendar year from the date of release from the former school. If the student has not participated for the previous school in the immediate past school year prior to transfer, he/she will be eligible provided other requirements are met.
 - a. Exception: Any 9th grader from a non-ILH school enrolling at a member school may participate starting at the 10th grade level.
4. When a student transfers from a non-member school to an ILH school, the period of participation shall be reckoned from the beginning of the school year in which he/she first registered as a member of the 7th grade in any school.
5. If a student has participated in a practice session even prior to instruction at a prior school, he/she will be ineligible to participate at the school he/she transferred to for 90 days.
6. A student who transferred to a member school from a neighbor island or from outside the State of Hawaii because of change in family residence shall be eligible.
7. An ineligible transfer student may participate in practice but may not participate in ILH competition, including preseason games.

ILH OUTSIDE PARTICIPATION

1. Outside Participation is defined as participation in any non-school sponsored, formally organized for a particular sport that includes formal practices, scrimmages or games. (Example: Any ILH volleyball player cannot be in an outside volleyball league during the ILH Volleyball season, but can participate in another outside league sport such as bowling, basketball, etc. (This includes students participating during Alumni Volleyball/Basketball nights)
 - a. Once a student participates in an ILH Sport, he/she is now an ILH Participant.
 - b. Outside participation rules apply only to previous ILH Participants.
 - c. A previous ILH participant is a student who has participated in any ILH specific sport or multiple sports at any time during 7-12 grades (example: participated in 8th grade but not again until 11th grade)
2. An ILH Team Sport Season and Individual Sport Season ends with the last tournament date in that sport, or with the last ILH scheduled date if there is no State tournament in that sport.
 - a. For an ILH school team in the junior varsity and intermediate season, the ending is the last scheduled ILH event for that team.
 - b. The member school or host school of a co-op team assumes all liability for any additional activity conducted by its team.
3. An ILH Team Sport Season and Individual Sport Season starts with the first day of practice as specified by the ILH.
4. Within the “sport season” time, an ILH team may compete with HHSAA and/or NFHS member schools of it’s choice; provided it abides by rules pertaining to amateur standing and follows required HHSAA and NFHS sanctioning procedures.
 - a. Within the “sports season” time, if an ILH team wishes to compete with a foreign opponent, a letter from the head of school validating itself as a educational institution whose competitors are not compensated is required. In addition, the team must abide by rules pertaining to amateur standing and follow required HHSAA and NFHS sanctioning procedures.

- b. The member school shall assume all risk and liability for playing an opponent that is not of the HHSAA, NFHS or is club/organization.
5. Individual sports participants are not allowed outside participation on the same calendar day of a scheduled ILH or HHSAA event in which their team is scheduled to participate. All team members must abide by this rule, whether an individual is scheduled to participate in the ILH or HHSAA event or not.
 - a. Exception: Individuals not qualifying for post-season ILH (such as championship tournaments) or HHSAA state competition may participate in outside activities.
6. ILH individual sports are Air Riflery (Sport and Precision), Bowling, Cross Country, Golf, Judo, Kayaking, Swimming & Diving, Sailing, Tennis, Track & Field, and Wrestling.
7. ILH team sport participants are not allowed outside participation during their ILH sports season
 - a. Team sport participants may return to outside participation at the conclusion of their respective ILH sport season.
8. ILH team sports are: Baseball, Basketball, Canoe Paddling, Cheerleading, Soccer, Softball, Volleyball, and Water Polo.
9. Exceptions
 - a. ILH football participants are not allowed outside participation for the entire school year.
 - b. ILH Cheerleading participants are exempted from team sport restrictions.
 - c. Participation in a National championship event during the ILH Sports season may be allowed on an exemption basis
 - d. Participants on a National or Individual team in a national sporting event during the ILH sports seasons may be allowed on an exemption basis
 - e. Individual private training during the ILH Sport season is allowed.
 - f. For team sports, individual private training during the off-season is allowed with a non-ILH school coach.
 - g. ILH participants are allowed to take part in clinics, camps, and specialty schools during the ILH sports season. They are not allowed to receive compensation for their participation.

PAC-5

1. At this time, HMA is not participating in any PAC-5 Teams
2. Students are allowed to participate in Combo teams only if HMA is the host team.

ATHLETE DAILY SCHEDULE

PRACTICES

Practices are run daily and are at the discretion of the coaching staff when held. When practices are held, they run at the following times and dates.

1. Sundays between 8am and 6pm
2. Mondays through Thursdays between 4pm and 8pm
3. No practices will be scheduled on Saturdays (Sabbath)

SCHEDULING OF GAMES

All games are scheduled by the ILH Coordinator responsible for each sport. HMA Athletics coordinates with the coordinators through a blackout calendar submitted over the summer to make sure games are not held during certain times during the year (such as during Ho'okui, Camp Erdman, etc). At this time per ILH Blackout criteria, finals weeks are not eligible for blackouts.

ATTENDANCE

Student athletes are expected to attend all scheduled practices and games during the athletic season, unless excused by an illness or injury. Students who have been counted unexcused by the registrar's office will be ineligible to play that day.

Student athletes are expected to arrive on time for all scheduled practices and games as determined by the Head Coach or Athletic Director. Athletes who are late to practice without a valid excuse may jeopardize playing time in the following game as determined by the head coach. Missing more than three practices unexcused results in dismissal from the team

Any student who attends school less than half a school day shall be ineligible to play or practice that day. At the discretion of the athletic director, an exception may be granted due to extenuating circumstances.

EARLY DISMISSALS

HMA Athletics and the ILH Sports Coordinators make every effort possible to schedule games after school scheduled times. There is a possibility during the school year, however, where games may be scheduled that require the student athlete to leave class early or miss part of the school day. When a student athlete either misses part of the day, or leaves early, it is their responsibility to:

1. Notify teachers of periods they miss
2. Turn in any assignments that are due the day they leave early, or miss partly
3. Coordinate with their teachers to reschedule any quizzes, exams, or presentations scheduled on said day.

HMA GYM PROCEDURES

GYM MANAGER

The gym manager appointed for any game by the athletic director has the overall authority of the gym during scheduled athletic events. The gym manager is also in charge of the logistics of the athletic event(s). The gym manager has the authority to enforce gym rules as well as escort people off campus who violate the Student/Parent Code of Conduct (Page 10-12).

FAN SAFETY

The following regulations must be followed by all entering HMA's gym to ensure safety during athletic events.

1. No sitting in front of the bleachers
2. No standing/setting up chairs in front of emergency exit doorways
3. No standing while a ball is in play (Unless over buying food from snackbar)
4. No approaching the team bench during any athletic event
5. No approaching the score table during any athletic event
6. Please wait until play is on the stage side of the court to enter bathrooms.

ADMISSION TO GAMES

The following are the prices set by the ILH for admission to all games at HMA

1. Adults \$6
2. Seniors & Students \$4
3. Students with valid HMA ID's and other participating schools: Free
4. Season 10-game passes are available to purchase for \$50 at the beginning of the school year.

TAKING OF PHOTOS/VIDEOS

In general, the taking of photos (no flash) and videos at all HMA Athletics events is welcomed provided that it does not interfere with the operations of the athletic event. Coaches, Gym Managers, and officials have the right to relocate you if you are found in interference.

POTLUCKS/SNACKS

It is an HMA and an ILH policy that there will be no team potlucks or refreshments after games when visiting another school's site. One week approval from the Athletic Director must be made to host Potlucks on HMA's campus after games.

STUDENT ATHLETE SAFETY

ATHLETIC TRAINER

In order to be in compliance with the ILH & HHSAA requirement for an athletic trainer at every athletic event, HMA has formed a partnership with Queens Medical Center. All trainers are certified and are at games to help out with treating student athlete injuries during games and pre-games, and provide advice during the game.

If signs of a concussion are found, the athletic trainer will follow the recommended CDC and state protocol to determine if a concussion is found. If no athletic trainer is available when the occurrence happens, coaches are as well trained to determine the severity. Before students can return, the return to play policy must be followed (handout). The Athletic Trainer during the game and coach during practices has the final word on whether a student athlete is allowed back in the game following an injury on the court.

Policy on Discrimination, Harassment, Intimidation, Bullying, Violence or Hazing & Reporting Guidelines

Hawaiian Mission Academy is committed to providing a learning environment free from all types of discrimination, harassment, intimidation, bullying, violence or hazing to all students on campus. All infractions shall be immediately reported to any coach, Athletic Director, Principal, or any HMA Administrator so HMA can take the appropriate action. HMA will investigate following the policies and procedures listed in the Hawaiian Mission Academy Bulletin. If you witness non HMA students engaging in unlawful or suspicious activities around campus, please contact an HMA administrator immediately. In cases of emergency, please dial 911.

RIGHT TO SEARCH

Being a private educational campus, Hawaiian Mission Academy reserves the right to search student lockers, cars, and personal possessions if there is a reasonable suspicion that a student athlete has in possession items that could threaten the safety of the campus, of safety of themselves. Searches may include the search for drugs and alcohol, along with testing of the student athlete. Hawaiian Mission Academy strives to insure that the search be justified based on evidence provided and related to the scope of the circumstances.

VOLUNTEERS

HMA Athletics depends greatly on volunteers to help the athletic department. To insure the safety of students, HMA requires all volunteers who come in contact with students to have an authorized criminal background check done by the Hawaii Association of Independent Schools (HAIS). Hawaiian Mission Academy reserves the right to refuse the participation of certain volunteers if, in the opinion of the administration, there exists a legitimate reason that certain volunteers could violate students' safety.

TRANSPORTATION

TO AND FROM ATHLETIC EVENTS

All athletes are expected to exhibit safe and proper behavior whenever riding the school vans. If students who misbehave are identified by transportation or security personnel, they may lose their transportation privileges.

Generally, HMA will provide transportation to weekday games unless circumstances prevent it.

All student athletes are expected to travel with the HMA Van to the athletic location, and must ride back with the HMA Van back to the HMA Campus post game. Parents may pick up their student athletes at the away Athletic location, but must notify either a coach or athletic director IN PERSON before departing. No phone calls.

OVERNIGHT TRAVEL/TOURNAMENT

If HMA Athletics participate on the mainland for a sponsored tournament, students must abide by the student code of conduct set forth in the Hawaiian Mission Academy Bulletin and follow all dress code requirements. Students also will be subject to grade check minimum three weeks before the departure date to secure airlines tickets. Student Athletes also must adhere to the Student Athlete Code of Conduct (Pages 10-12) during the duration of the trip.

ATHLETIC COMMITTEE

The purpose of the Hawaiian Mission Academy Athletic Committee is to oversee case by case requests that are identified in this handbook (such as Three Academic Eligibilities, Student with Learning Disabilities Requests, etc.) and to mandate final decisions on such cases. The HMA Athletic Committee is also responsible for possible ILH actions that need to be brought forth to the HMA Board of Trustees for voting. The committee is also responsible for the overall approval of the Athletic Handbook and policies, which when passed, is presented to the HMA Board of Trustees for final approval.

The committee is comprised of the following

1. Athletic Director
2. HMA Principal
3. One (1) Representative of the Academic Integrity Committee
4. HMA PE Teacher
5. One (1) Parent Representative

HMA ALMA MATER

“THE BLUE AND WHITE”

**To HMA our Academy, we will dedicate our all.
As we train for service in the world, we will answer to the call;
Loyalty and purity our pledge in our colors blue and white!
From our shores and o’er the waves we shine our beacon light!**

**HMA, the school that stands for right.
We’ll win the game of life, by honor strife, true to our blue and white!
We strive for honor be it home or field afar,
With our aim before us like a glorious star;
You have taught us courage we will never mar!
Our Alma Mater
HMA!**

