

ATHLETIC DEPARTMENT HANDBOOK

2020-2021

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MISSION

Develop the sports qualities of the AST student / athlete, with emphasis on enriching personality processes to complement the integral education as a tool for realization in their future.



VISION

Promote a voluntary sports co-curricular program of a formative / competitive nature, so that all AST students discover and develop their physical-mental potential as an athlete, encouraging the social projection of the institution through school sports.

SECTION I

GENERAL CONCEPTS

1- SPORTS PROGRAM COMPONENTS

OFFICIAL SPORTS

Currently the Program offers the following sports:

- Collectives: Basketball, Soccer and Volleyball
- Individuals: Athletics / Cross Country and Tennis.

IMPLEMENTATION AXES

Basically the Collective Sports program is developed in 2 axes:

- **A.- The Massification and Sports Foundation:** through Internal Leagues open to the participation of students from preschool to sixth grade, distributed in 5 sports during 3 seasons of the school year.
- **B.- The Purification and Competitive Development**: It is channeled through two complementary components to each other:

Progressive Selections (PS): which work throughout the school year and part of the summer. From the PS'S, the AST (RT) Representative Teams for the different Official Tournaments such as AASCA and ABSH are generated by the coach's call, or all other unofficial events in which they participate continuously throughout the year.

During the school year there are 3 work cycles of three months plus the holiday period as an active transition. Each sport is assigned its priority of the cycle according to the official calendar of competitions dictated by ABSH and AASCA.- The student-athletes have the option to choose in which sport or internal league they will participate and thus apply to the sports aptitude tests that will place it with the group of similar characteristics to carry out their sport growth work.

The main requirement is that you cannot participate in more than 2 simultaneous sports in each work cycle, in which case the highest priority sport of official ABSH-AASCA commitment has priority.

In summary, we can list the following sports groups: Internal Leagues, Progressive Selections and Representative Teams.

1.1 INTERNAL LEAGUES

The Internal Leagues have been created with the purpose of generating a healthy learning environment of sports fundamentals with the aim of identifying early the technical skills of each child, enjoying a sporting season with emphasis on fun and learning between them Schoolmates, eliminating the goal and pressure to win at all costs because they face rivals to win. They are organized as follows:

- **A. Eagle Tots.** It is made up of kindergarten students only. This 3 seasons are simultaneous to the Eagle League, starting from the first school month.
- **B. Eagle League.** It is made up of students from 1st to 4th grade. They are offered three annual sports during the months of August to May: Soccer, Athletics and Basketball.
- <u>C. Eagle Cup.</u> It is made up of 5th and 6th grade students. They are offered three annual sports during the months of August to May: Volleyball, Basketball and Soccer.
- **<u>D. Eagle Champions:</u>** This league will be implemented through the Department of Physical Education in the near future, it is aimed at students from 7th to 12th grade.

1.2. PROGRESSIVE SELECTIONS (P.S)

The Progressive Selections are permanent and specialized working groups, all its members must apply and pass the tests of technical-physical aptitude which main purpose is to place them in the appropriate group of preparation and gradual growth in a progressive way.- These groups will be basically defined by two criteria:

<u>Technical skill:</u> This criteria will allow to define the level of work load by the capacity that best adapts to the current situation of each student / athlete, defined by the physical / technical evaluation tests that will be carried out periodically.

Availability of quotas and schedules: If the group of students / athletes is very large and exceeds the recommended amount to develop the work optimally, they will be divided into 2 or more groups with the schedules and coaches defined by the Area Coordinator.

Every student / athlete applies to the sport of their choice where the Technical Corps headed by the Area Coordinator and coaches will perform a sports fitness assessment to be placed in a specific work group (A, B or C) in each category and gender. Example: Progressive B Infant Men, Progressive A Juvenile Girls.

Each coach will keep an individual attendance record in both the technical, physical, nutritional and psychological work sessions, in addition to the performance measurement that supports the call for participation in the AST representative teams. Likewise, there will be a continuous flow between the groups depending on the improvement or defaults throughout the entire sports year, which will allow the opportunity to participate in both Official tournaments (ABSH, AASCA) and in preparation games before, during or after the prioritized season of his sport.

1.3. AST REPRESENTATIVE TEAMS (R.E.)

These teams arise from the Progressive Selections (PS), their main feature is that they are integrated by different groups of students / athletes during the school year to give competitive growth opportunity according to the level approved by the fitness assessments— Each sport will plan a series of preparation and friendly matches in each quarterly cycle according to the competitive level of the PS. The coach and the Sports Coordinator will define and summon the athletes of the different groups of PS checking in their individual statistics: their improvements in technical ability, attendance at training and preparation games, discipline, perseverance, responsibility, commitment and dedication among others.

As in all competitive sports worldwide, teams always have a greater number of players than those who enter the field and / or playing field, during a match. It is understood by this, that there are regular players and substitute players, who are equally important and contribute to their teams in one way or another. The coach is the only person in charge of deciding their lineups and participation time for each game, because he is the one who best knows his players and opponents and is also the person that the School has considered, will perform his work in the best way for the experience that counts in that sport. Under no circumstances may he be coerced or hinted to include a player in the game. Logically, the coach will try to give opportunity to most of his players, as long as circumstances permit. The athlete of the American School will be willing to defend the colors of his school in the official competition or training that is convened, his attitude and performance will be decisive to participate in future competitions.

2.- OF THE COACHES

The coaches will be carefully assigned in each category by the Athletic Director and Coordinators of each sport, according to the profiles and experiences that are required for each team. The coach must fully comply with all the functions specified in the job description. Likewise, you must constantly report and advise your Sport Coordinator as immediate boss, prepare the planning of your teams, participate with your students / athletes in all complementary work areas such as physical preparation, nutrition, sports psychology workshop, etc. In addition to completing the requested reports, safeguard the sports equipment and provide their technical training with respect, professionalism and dedication to athletes and the school community in general. In concrete terms, he is the main leader of his team inside and outside the school facilities, especially he is delegated the responsibility that his students / athletes represent the institution with dignity in any friendly or official event in which they participate.

3.- PREPARATION TOURNAMENTS AND FRIENDLY MATCHES

The Coaches, in conjunction with the Coordinator and Athletic Director, will schedule in due time specific games and participation in Preparation Tournaments of different durations throughout the school year; this allows, among others, the objectives of:

- 3.a. Motivate the student / athlete to stay in their PS sports groups during the school year and vacations.
- 3.b. Plan technical / mental growth at different skill levels for all active participants of the sports program.
- 3.c. Generate a statistical base to organize the Representative Teams (RE) in the different competitions of the school period.
- 3.c. Strengthen competitive processes with teams from different environments and of a higher technical level to achieve the best possible preparation in the representation of official (ABSH / AASCA) and friendly tournaments.

It is very important that the necessary logistics and, above all, the security that will be applied in said activity be properly evaluated for the teams to be invited or when visited. In the event that a team goes out to a sport match or coexistence, it must be accompanied by the coach and additionally by the Coordinator and / or Athletic Director.

For preparation games outside the AST facilities, mobilization is the individual responsibility of the parents of the athletes. The Coordinator of the respective sport will be responsible for channeling the information of the games with the necessary anticipation so that parents can be programmed in the transfers to the agreed fields, - In certain situations the Athletic Department will manage with the

Administration, the support of a bus fleet for athletes to guarantee the benefits of the sports concentration that is sought in the preparation activities.

The members of the sports teams that participate in regional, official or friendly tournaments will bear the costs of: accommodation, transportation, food, accident / illness insurance, and any other unforeseen logistics incurred to guarantee the safety of the members of the delegation. All sports uniforms that will be used in official competitions and preparation games must be previously approved by the Athletic Department.

4.- MEDICAL CARE

Both in training and games within the AST facilities there will be first aid care with the presence of a nurse assigned by the AST Administration, in addition to being responsible for channeling the follow-up to the medical / hospital treatment with immediate communication to the Parents or guardians of the student / athlete. There is an internal protocol for medical care through the coverage of the Nursing Unit that serves all AST students, which applies to this sports program.

The Athletic Department has a physical physiotherapist in the scheduled training sessions, who assists the work of recovery of lows and primary injuries in this type of sports activities plus those that are routinely presented and can be managed before channeling to medical process.

Each delegation that participates in tournaments is assigned a first aid kit, which is part of the logistics that the coaching staff handles in all matches outside of AST.-

By mandatory requirement each athlete must have a valid accident insurance that applies in case of being required in the capital city.-No athlete will be allowed to start training without having presented this requirement to the Offices of the Athletic Department (not the coaches).

In the case of presenting / requiring a disability due to sports injury, the student / athlete will send to the Athletic Department the medical prescription that will specify at least the following: the type of injury, time of disability and if it is partial (being able to work certain exercises to maintain the physical form, in which case our personnel of the area of physical preparation may assist you if there is hourly or total availability (without any physical work). No student / athlete may restart training without an authorization note from the doctor who initially issued the disability or the sports medicine professional who enables him to resume normal physical activity.

The coach of the team in case of not being the coordinator for a justified reason will be responsible for executing the follow-up protocols for medical-hospital care when cases within the city or friendly matches authorized by the Athletic Department require it. <u>The Student Trip Medical Form (Appendix D of the Student Handbook)</u> must be completed for each student / athlete traveling to participate in sporting events outside of Tequcigalpa.

5.- SPORTS TRIPS

To participate in sports trips, students / athletes are initially governed by the guidelines of the TRAVEL HANDBOOK, specifically the Athletic Eligibility section enforced in the school year of competitions. This Manual also details the logistic procedures, protocols and disciplinary rules to follow before / during school trips. It also contains the Official Formats (APPENDIXES) required as mandatory information and permits or authorizations of parents for possible activities during the trip.

Parents can stay with their children in the hotel that the school requires and join the group in sports facilities where the host school organizes the tournament for all its guests, as well as accompany the delegation on the same air or land transfer flight commercial (except buses assigned / contracted for specific use of the Delegation). However, hotel reservations and means of commercial transportation for parents should be made personally, so they will be informed as soon as possible.

The school disciplinary rules apply in full to all members of the delegation: Technical Corps, parents, students / athletes and AST students accompanying the tournament. The AST Administration assigns in each sports trip an Academic Director (or similar rank) to exercise disciplinary functions at each time and place of the trip, especially to ensure the proper behavior of ALL representatives of the delegation.

The Athletic Department and the Sports Technical Corps are responsible for carrying out the Daily Agendas for each group, this includes the entire logistics movement, meeting places and hours throughout each day of the tournament and round trip trips to Tegucigalpa.

To guarantee the rest required in a sports concentration, cell phones will be collected at certain times according to the daily schedule (especially at night hours). Communication to coaches will always be accessible in case it is required to enable it to athletes.

5.1. STUDENT / ATHLETE SELECTION PROCESS:

The Athletic Department will receive the Official List of Candidates from the Technical Body (Head Coach, assistant, Sports Coordinator, physical trainers) who define it by evaluating their reports and records of attendance, performance, etc. to all members of the Progressive Selections who train throughout the school year, and who have previously been summoned for a certain sporting event.

This List will be sent to the Academic Director and Administrative offices (according to dates scheduled for AASCA and ABSH events defined and previously disclosed) to verify if the student / athlete meets the requirements established in the Student / Parent Handbook 2019-20. (STUDENT-PARENT HANDBOOK 2019-20).

The Athletic Department will receive the Travel Approval List with which the Base Group and Substitute Group that will attend the sports trip will be determined;

A Notice of Convocation will be sent to the parents specifying the logistics conditions with their respective costs, in addition to clarifying the category of group (base or substitute) of the student, so that the parents send signed the Acceptance Contract of Participation in the trip and the cost of the trip.- In the case of the group of substitutes, they will be notified if they will travel in replacement of the holder's withdrawal by justified factor or application of school regulations before the trip date and they can continue the training with the specific trip group.

The Notice of Convocation also defines the date, time and place of the Parent Information Trip Meeting, as well as the delivery dates of the following Travel Formats required by the TRAVEL HANDBOOK:

A. Declaration of Participation	Appendix B
B. Medical Format for Student Trip	Appendix D
C. Non-school Activities Permit	Appendix E
D. Travel Delegation Withdrawal Format	Appendix F
E. School Work Recovery Format **	Appendix I

** It is the indirect responsibility of the Parents to verify that their daughter (or) fulfills the obligation to plan the recovery of school work while traveling to represent the school.- The format of such reprogramming must be established BEFORE the trip and can be obtained at the offices of the Academic Directors or Athletic Department.

SECTION II

INTERNAL REGULATIONS AND CODES OF CONDUCT

A. GENERAL

This regulation is valid throughout the calendar year (school period plus summer) .- Its renewal is immediate as long as the new official version is not issued. Applies to students / athletes, coaches, administrators and parents at all levels of participation (Internal Leagues, PS and RE) within the AST Sports Program.

First of all, an AST student / athlete is primarily committed to the laws and academic regulations that focus their behavior inside and outside the school physical facilities, therefore any fault that is contemplated as such will have its implication in both environments: academic and sporty.

Likewise, they have permanent validity for all members of the AST sports program, the regulations and Codes of Conduct AASCA and ABSH as Associations officially accepted by our AST Community, therefore they are included as part of this Manual.

Any discrepancy between this and the internal academic regulations will be those of an academic nature that have priority validity.- Let us not forget that the AST philosophy indicates that: "a young AST is first a STUDENT and then an ATHLETE".

Every member of our Sports Delegations should be proud to be part of the American School and in all the places they attend, give a good testimony, knowing how to behave inside and outside the sports fields. It is essential to know this Manual and its Regulations to ensure that the rules and duties listed here are fully complied with, as well as in the Codes of Conduct of the Associations to which AST belongs, which we have agreed to comply in all sports competition between their schools Affiliates.

When a student / athlete or parent of any team has a problem or complaint, they should first address their coach (s), then the Area Coordinator, then the Athletic Director and finally, if necessary, will do so before the Superintendence by the corresponding hierarchical order.

A.1. OF SPORTS PARTICIPATION POLICIES

(Issued and approved by the SEIT Board of Directors.)

As a first requirement, the Sports Participation Policies issued by the highest school authorities are attached. Before beginning training for each school year, they must be submitted to the Department. Athletic documents listed in said policy (no student-athlete may start their training without having fulfilled this requirement)

A.1.a.- Participation in any league or teams for sports competitions is done voluntarily by each participant. Family members and students must accept at their own risk the exposure to damages, injuries or fatal accidents in the development of this type of activities.

The following requirements must be met without exceptions by each participant in practices and competitions.

- 1. Submit **Certificate of Physical Exam Approval**, performed by a doctor, who will certify that the participant is fit to perform this activity in sports programs.
- 2. **Written authorization** for the student to participate, signed by the parents or guardians, assuming the risks and responsibilities. Fill out a form, which must contain a statement stating the following:
- a. Sports participation is voluntary and the student and his parents or guardians, being fully aware that training and athletic competition involves the risk of injuries of any kind, and that eventually can lead to fatal consequences.
- b. That the American School assumes no responsibility related to medical and other expenses.
- c. All participating students must have an **Accident Insurance Policy** in effect that covers that type of risk in Tegucigalpa, whose cost will be covered by their parents or guardians and will present undoubted proof of this end to the Athletic Department, before being accepted into the program.
- d. The American School will charge parents or guardians the cost of an insurance policy that charges athletes with a specific limit on their travel and games outside of Tegucigalpa. All expenses incurred by this temporary additional policy will be covered by the parent or guardian of the beneficiary of this policy. This additional policy may not be waived under any circumstances. Parents will receive information on the insured amount and other pertinent details before the trip.
- **A.1.b.-** Students may participate in activities that include additional expenses such as trips, hotels, club fees, etc., provided that all tuition payments are up to date or with a maximum delay of 30 days after Travel date.

A.1.c.- If the students' grades fall considerably before the trip, and / or they face a discipline situation, the decision to participate in the trip will be reconsidered by the directors of each area: regardless of whether the payment is has done.

B. OBLIGATIONS

B1. OF THE STUDENTS - ATHLETES:

B1.A TO PARTICIPATE IN THE SPORTS PROGRAM

Each beginning of the school sports year, an initial informative meeting will be held to explain to students / athletes the regulations governing their sports participation, which will be reflected in a **Letter of Commitment signed by athletes and Technical Corps** as a cover for not ignoring the commitments and implications of belonging to the AST Sports Program. The points to include in letter are:

- 1. Maintain a minimum academic level according to the current Student-Parent Handbook:
- Not have any class failed.
- Have a grade average no less than 70%. The most recent period grades will be taken into account (according to the Student-Parent Handbook calendar).
- 2. Attend punctually at least 80% of my technical training and prep games scheduled in the prioritized seasonal sport. In the case of the 2nd seasonal sport, 40% of technical training is required (physical training is not carried out in second seasonal sport, since it is received with the prioritized sport).
- 3. Maintain exemplary conduct on and off the court, in accordance with the School Regulations and the Codes of Conduct of the Associations to which AST belongs.
- 4. Take care of the facilities, materials and uniforms owned by the School that are of benefit to all.
- 5. Present your training and games with their respective clothing assigned by the Technical Corps.
- 6. Mandatory use of the special sports equipment required for personal safety such as: glasses for sports (visual problem), shin pads, knee pads, and any requested by the technical body of the sport.
- 7. Attend a minimum of 80% to the physical preparation work of the prioritized seasonal sport and Comply with the Regulations for the use of the EAGLE FITNESS CENTER (Installed inside). The lack of this requirement automatically disqualifies me from prep games and seasonal preparation until such assistance is normalized.
- 8. Present a written excuse from their parents to be absent from training and / or preparation games.- Otherwise, it will be taken as an official absence.

9. Submit to the Athletic Department (not the coaches), before starting workouts ALL the accident and authorization insurance documentation dictated by school policies.

In addition to the requirements listed in the Letter of Commitment, every student athlete must meet the following:

GENERAL APPLICATION PROHIBITIONS

- Ingesting intoxicating drinks, or be present under their effects to training, preparation and official games or other related acts.
- Smoking, using drugs or stimulants.
- Insulting, threatening, uttering phrases out of tune to any member of the teams, as well as to individuals, referees or own or strange sports authorities.
- Perform acts of violence or physical / verbal intimidation on or off the sports fields, against fellow delegates and / or other participants in training or during the development of friendly or official sporting events.
- Use two-way shirts, obscene legends, cigar or liquor brands, political propaganda during practice and official events.

B1.B. OF STUDENTS - ATHLETES: TO PARTICIPATE IN SPORTS TRAVEL

- a.- Students / athletes traveling representing the school must stay in the Hotel that the school authorities decide, sharing the rooms with the classmates assigned by the Technical Corps and conduct themselves throughout the event together. To separate from the group, they must obtain authorization from the Administrator in charge, Athletic Director or the Technical Corps.
- b.- A person in charge of each room will be appointed to ensure the fulfillment of assigned tasks and hours, keep noise levels controlled by conversations, music devices and / or TV; reporting that student / athlete who violates this travel rules.-
- c.- Meetings in a room between students / athletes of different sex, or assigned room number are prohibited. The Athletic Director or Administrator will assign the area for meetings between athletes from different rooms or teams.
- d.- Visits of family, friends or schoolmates are not allowed in the rooms of students / athletes.- The Travel Administrator will be authorized if it can be received in the social area of the Hotel.
- e.- Any exit outside the floor of the assigned rooms and inside the hotel must be approved by the coach and / or coaching staff. If required outside the Hotel, it must be approved by the Travel Administrator and / or the Athletic Director.

- f.- Strictly respect the agenda hours defined by the Technical Corps when participating in events outside the school and hotels.
- g- It is strictly forbidden for students / athletes to sleep in their parents' rooms during the days of competition.-Only the hotel is allowed to leave the last day of the competition, if the parents or guardians sign a delegation withdrawal document and they are staying outside the Hotel where the AST sports delegation is hosted.
- h.- It is the direct responsibility of the student / athlete to schedule their academic work with their teachers and leave it in writing in the Work Recovery format (APPENDIX I of the Travel Handbook) All student athletes will be absent from their classes for at least 3 days (in ABSH and AASCA tournaments), due to their sports participation. These days will not count against the students, but, that they will be given the opportunity to recover this time, since they are official representatives of the institution.

B2. OF THE COACHES:

- Be on time in your workday by signing A / D Assistance sheet for both entry and exit.
- Always wear work sportswear (preferably the AST or A / D logo letterhead). Training in Jeans, non-sports shirts and shoes is not allowed.
- Present the Work Planning requested by the Technical Unit of the Athletic Department.
- Keep track of daily attendance and submit it monthly to the Athletic Department.
- Control of sports equipment (before and after training). You should receive Inventory of sports materials, reporting in writing immediately the loss of any of these.
- If you cannot come to train, you must report it to the Area Coordinator and make the necessary arrangements with one of your colleagues, so that you can do the corresponding training and the students do not stop training.
- On trips they will accompany their students at all times, they will not be left alone in hotels, swimming pools and places of competition.
- Upon returning from the tournament they must leave balls, coolers and first aid kits in their respective place.
- Maintain a balanced distance with students and parents, without affecting effective work communication.

B.3. OF THE PARENTS

Sport is a discipline that enriches and forms very important values in the life of an athlete, so we invite all parents to positively support the educational / competitive process of their child. Let us always remember that we must preach to our children by example. They are the reflection of our performances and teachings.

As essential factors for the development of our program, AST Parents should prioritize always being informed of what is scheduled during the sports season for their children.

B.3.A OF PARENTS IN PROGRESSIVE SELECTIONS AND AST REPRESENTATIVE TEAMS

- 1. Every parent must present at the beginning of each school year the three documents listed as Mandatory Requirement of Sports Participation Policies 7.7.1:
- Certificate of Physician certifying good health for sports.
- Sports Participation Agreement in AST.
- Photocopy of Current Medical Insurance (Card) for coverage of sports accidents.
- 2. As members of the Association of Bilingual Schools of Honduras (ABSH) and the Association of American Schools of Central America (AASCA) AST parents must know, sign and comply with the Codes of Conduct defined by each Association attached in appendixes in This Manual and that are sent before each sporting trip of participation in tournaments of the mentioned Associations. Likewise, the ABSH CHEER RULES will be disclosed to the community for application in the sporting events in which AST participates.
- 3. Acquire immediately the special personal implements that guarantee the physical safety of the students / athletes, such as: glasses for sports, shin pads, knee pads, post-injury supports prescribed by medical prescription or suggested by the Technical / Medical Body of AST.
- 4. Submit in writing to the Athletic Department excuses for absences from training and / or preparation games to avoid assigning official absences to your daughter's record.
- 5. Respect medical disabilities for sports injuries, supporting additional recovery work with the physical trainer (if any).
- 6. Present written medical authorization that enables the student / athlete to resume workouts and games normally after an injury or illness.
- 7. Any person who accompanies or observes students in practice, parties or official events, must abide by the rules and regulations of the institution; Otherwise, our teams may suffer the consequences of sanctions by the referees and / or organizers of the event.

B.3.B OF PARENTS ON SPORTS TRAVEL

In order to define the students / athletes that form the AST representative preselection, the procedure listed in section 5.1 of this Manual is followed.

The parents will be summoned by the Athletic Department to a Travel Information Meeting when their children are pre-selected to form the ABSH - AASCA teams or preparation games trips, in order to inform them of all the details of the sporting event that will take place.

Parents or companions are not allowed on the buses of the sports delegation. Only at the return of the tournament, players can travel with their parents or tutors authorized in writing (Appendix F), prior to the trip to the tournament.

Every parent should ensure that their child has scheduled time and form school recovery work for the days he will be absent from the sports trip.

It is strictly forbidden for students / athletes to sleep in their parents' rooms during the days of competition.-Only the hotel is allowed to leave the last day of the competition, if the parents or guardians sign a delegation withdrawal document and they are staying outside the Hotel where the AST sports delegation is hosted.

C.- SANCTIONS

Every member of the school community has the duty to report any case of indiscipline or anomaly to the Athletic Director.

The student / athlete or coach who does not comply with the established rules will be sanctioned depending on the type of offense incurred, at the discretion of the event authorities involved as: referees, court delegates, tournament delegates, when the case is typified in the competition rules of the tournament.

If the above criteria is not applied, the means of proof will be documented and referred to school procedures for their classification and scope of sanctions; being in some cases a specific direct sanction for the severity that corresponds to it.

For the purpose of monitoring and preventing repetitions, the sanctions and corrections will proceed to follow the sequence:

Procedure for applying sanctions:

- 1st-Verbal Warning by the Technical Corps and oral report to the Area Coordinator (s) and the Athletic Director. The coach will record the lack in his Monthly Work Report to be considered when summoning the representative teams of matches and tournaments.
- 2nd- Written Warning plus Coaches-Athletes Meeting: reported to the Athletic Director and parents.- The format called: TRAINER CALL ATTENTION REPORT (CONCERNED COACH REPORT CCR) will be implemented and a student / athlete meeting will be held , coach (s) and Area Coordinator to warn subsequent

consequences and motivate change in personal and / or collective attitude. A commitment to improve is signed among those involved in the meeting and a copy is sent to parents, Academic Directors and Counselors for informational purposes and registration in student records.

- 3rd- School Meeting Parents: If the problem persists, the Athletic Director will convene the Parents of the athlete (as) involved in the absence to seek alternatives for joint solution and generate a Written Commitment Contract to improve behavior by part of the student and / or their parents and coaches. A copy is sent to Academic Directors and Counselors for informational purposes and registration in student records.
- 4th- Temporary Suspension of Sports Activity: This measure will be taken jointly between the sports area and the academic area.- Depending on the type of offense, the athlete will be kept active by reallocating it to other work and activity groups in order to assess their team and a purpose of behavioral improvement is generated.
- 5th- Team Separation, Tournament, season and application of additional penalties depending on the seriousness of the fault. This case being the most serious, will be raised and decided at the highest level of school authority (Superintendency) .- By its nature does not require having carried out the sequence of the procedure listed, being directly and immediately applicable.

SECTION III

SPORTS AWARDS

1.- AWARDS IN AASCA AND ABSH TOURNAMENTS

In each official ABSH and AASCA tournament in which it participates, the election and awards of the students / athletes that stand out in said event will be made. According to each association it has different nominations such as: Most valuable player (MVP), Team of the Stars (ALL STAR TEAM), Sports promises, etc. These awards are defined by votes where athletes, coaches and Area Coordinator participate based on rubrics that cover the characteristics according to the type of prize.

2.- ANNUAL SPORTS CLOSURE OF THE ATHLETIC DEPARTMENT

Before the end of the school year, the Athletic Department will hold a closing banquet with the athletes that make up the different sports teams that compete in AASCA. The coaches and Area Coordinators will choose from their respective teams the candidates and winners at different award levels taking into account among other criteria such as: Responsibility, Discipline, Sports Spirit, Effort, Technical Execution. Based on the school philosophy and the Athletic Department, awards will be made in the following categories:

2. A. ATHLETE OF BEST DEVELOPMENT (Most Improved Athlete-MIA-)

Bronze medal will be awarded to students / athletes of both genders, one for official sport in AST who have demonstrated a noticeable growth in their level of technical sports skill throughout the school year.

2. B. BEST SPORTS ATHLETE (Best Athlete of Sport-BAS-)

Silver medal will be awarded to students / athletes of both genders, one for official sport in AST with the highest technical level, skill and performance demonstrated throughout the school year both in preparation games, official tournaments and friendly by specific sport .

2. C. MOST LEADING ATHLETE (Most Leader Athlete-MLA-)

For this category, a bronze medal will be awarded to students / athletes of both genders, one for official sport in AST who have demonstrated the highest level of leadership and sportsmanship both inside and outside the sports fields.

2. D. BEST STUDENT- SPORTS ATHLETE (Best Student- Athlete of Sport-BSAS-)

This category with a gold medal will be awarded to students / athletes of both genders who held an Academic Honor Average (not less than 92.5%) during the school year; and represented the school in 2 or more AASCA events in the current sports year.

2. E. Athlete of the Year

This is the most recognition at the level of Sports performance.-A Silver TROPHY will be given per gender to the athlete who accumulates the most prizes as the best athlete of the specific sport, or, the highest score in the rubric of individual evaluations of candidates for this category that defines the Technical Body of the AASCA events.- In case of a tie, the winner will be defined as the one with the highest AASCA sports career as an AST representative.

In addition, a silver medal will be awarded to the 4 final nominees of this category. In case of being a senior student, the trophy will be awarded at the graduation ceremony.

2. F. STUDENT - Student Athlete of the Year

In each gender, a gold TROPHY will be delivered, as the highest and most complete award to the student / athlete of the best global academic average (not less than or equal to 92.5%) with the highest number of AASCA participations in the evaluation year.

In addition, a gold medal will be awarded to the 4 final nominees of this category. In case of being a senior student, the trophy will be awarded at the graduation ceremony.

In case of a tie, it will be defined by the following criteria in order: A. higher level of academic degree. B. Greater number of AASCA participations in its last 2 years of sports history. C. Highest academic average accumulated in the last 2 school years.

SECTION IV ANNEXES

• AASCA CODES OF CONDUCT:

STUDENTS / ATHLETES

COACHES

PARENTS

• ABSH CODES OF CONDUCT:

STUDENTS / ATHLETES COACHES.

• ABSH SPORTS CHEERING REGULATIONS

AASCA PARENTAL ATHLETIC CODE OF CONDUCT

- I will refrain from coaching or directing my child or other student athletes during games and practices.
- I will respect the officials and their authority during games and will never question, discuss or confront coaches at the athletic venue
- . I will take time to speak to coaches at an agreed upon time and place.
- I will remember that student athletes participate for development of skills, for personal and team's growth and enjoyment and that the game is for youth, not adults.
- I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
- I will educate my child in the importance of treating the other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
- I will promote the emotional and physical well being of the student athletes ahead of any personal desire I may have for my child to win.
- I will not encourage any behaviors or practices that could endanger the health and well being of the student athletes.
- I (and my guests) will be positive role models for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all coaches, officials and spectators at every game, practice, or sporting event.
- I (and my guests) will not engage in unsportsmanlike conduct with any official, coach, student-athlete, parent or spectator such as booing or taunting, refusing to shake hands, or using profane language or gestures.
- I will not take any noisemakers to my child's games.
- . I will educate my guest of this code of conduct and they need to abide by all of the rules.
- I understand that any violation of this code of conduct will be cause for immediate dismissal (initially) from the athletic venue. This could be followed by a suspension or a ban from future athletic events.

I have read, understand and agree to abide by the parent's code of conduct at all AASCA athletic events.

Student-Athlete Name:	Grade Level:
Parent Name and Signature:	Date:
	r to athletic participation. Athletes will not be allowed to participate without he completion and return of this form.

AASCA COACHES CODE OF CONDUCT

I hereby state that I agree to adhere to the following code of conduct which describes the minimum expectations required of an AASCA coach.

- I pledge to follow and support the mission of AASCA and its sports regulations.
- I pledge to put the physical and emotional well-being of my students athletes before my personal desire to win.
- I undertake to treat each student-athlete as a person in training and not as a
 professional player, remembering that there may be large differences in physical and
 emotional maturity within the same age group.
- I pledge to do my best to provide my student-athletes with a healthy and safe environment during practices and competitions.
- I pledge to be a leader and lead by example to all my student-athletes showing a high sports spirit and always promoting "fair play."
- I promise to constantly update myself on the rules of the sport I train, as well as teach my players.
- I commit to practice activities in improvement for the development of teamwork, good communication, empathy, synergy and group cohesion.
- I promise to use as many occasions as possible before, during and after the tournament; positive and motivational reinforcements instead of negative observations.
- I understand that I am training children and young people, not "small adults."
- I promise to always use appropriate and respectful language to address all the people involved in the tournament.

Name and signature of the coach	Date

AASCA PARENTAL ATHLETIC CODE OF CONDUCT

- I will refrain from coaching or directing my child or other student athletes during games and practices.
- I will respect the officials and their authority during games and will never question, discuss or confront coaches at the athletic venue
- I will take time to speak to coaches at an agreed upon time and place.
- I will remember that student athletes participate for development of skills, for personal and team's growth and enjoyment and that the game is for youth, not adults.
- I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
- I will educate my child in the importance of treating the other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
- I will promote the emotional and physical well being of the student athletes ahead of any personal desire I may have for my child to win.
- . I will not encourage any behaviors or practices that could endanger the health and well being of the student athletes.
- I (and my guests) will be positive role models for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all coaches, officials and spectators at every game, practice, or sporting event.
- I (and my guests) will not engage in unsportsmanlike conduct with any official, coach, student-athlete, parent or spectator such as booing or taunting, refusing to shake hands, or using profane language or gestures.
- · I will not take any noisemakers to my child's games.
- I will educate my guest of this code of conduct and they need to abide by all of the rules.
- I understand that any violation of this code of conduct will be cause for immediate dismissal (initially) from the athletic venue. This could be followed by a suspension or a ban from future athletic events.

I have read, understand and agree to abide by the parent's code of conduct at all AASCA athletic events.

Student-Athlete Name:	Grade Level:	
Parent Name and Signature:	Date:	
	to athletic participation. Athletes will not be allowed to participate with ne completion and return of this form.	out



ABSH ATHLETE STUDENT CODE OF CONDUCT

I hereby accept my responsibility in the participation of ABSH sports activities following the rules of this student-athlete code of conduct.

- I will demonstrate sportsmanship in every practice and match.
- I will do my best in every game
- I will show my coaches courtesy by listening to them and learning from them.
- I will treat my coaches, other student athletes, my teammates, managers, referees and fans with respect and I hope they treat me the same way.
- I will follow the rules and guidelines for the practice of sport.
- I will shake hands with other teammates at the beginning and end of the game (regardless of the outcome of the game).
- I will encourage my parents to participate in a positive, respectful way with my team.
- I will remember at all times that participating in sports is an opportunity to learn and have fun.
- I am a team player and I will commit to the team, sport and participate in tournaments (sports activities) following established regulations.

Name and Signature of Student-Athlete:	
Grade:	
Signature:	Authorization of the Parent
Date:	



ABSH COACH CODE OF CONDUCT

I hereby state that I agree to adhere to the following code of conduct which describes the minimum expectations required of an ABSH coach.

- I pledge to follow and support the mission of ABSH and its sports regulations.
- I pledge to put the physical and emotional well-being of my student-athletes before my personal desire to win.
- I commit to treating each student-athlete as a person in training and not as a professional player, remembering that there may be large differences in physical and emotional maturity within the same age group.
- I pledge to do my best to provide my students athletes with a healthy and safe environment during practices and competitions.
- I promise to constantly update myself on the rules of the sport I train, as well as to teach them to my players.
- I pledge to be a leader and lead by example to all my students athletes showing a high sports spirit and always promoting "fair play".
- I understand that I am training children and young people, not "small adults."
- I promise to always use appropriate and respectful language to address all the people involved in the tournament.
- I commit to practice activities in improvement for the development of teamwork, good communication, empathy, synergy and team cohesion.
- I promise to use as many occasions as possible before, during and after the games; positive and motivational reinforcements instead of negative observations.

Trainer Name:	 	
Coach Signature:	 	
Date:		



GENERAL MANUAL OF SPORTS OF THE ASSOCIATION OF BILINGUAL SCHOOLS OF HONDURAS ABSH

Art. 58. REGULATION ON BEHAVIOR OF CHEERS/FANS IN ABSH SPORTS TOURNAMENTS

OF THE FANS

Art. 58. RULES ON THE BEHAVIOR OF FANS IN ABSH SPORTS TOURNAMENTS "The Adversary is important because without him there is no competition. He is an ideal opponent on the court and a friend outside of it."

STANDARD ONE:

a."FAN" is considered to be any person who attends the A.B.S.H. in the condition of parents, student-athletes, students, teachers, authorities, former students, guests, etc. and all are in their duty to know the fundamental principles about how to properly support their school and not harm it with their actions, before, during and after the meetings, they must also collaborate so that the regulations are complied with.

b. Each team fans must have a fully identified teacher as responsible.

c. In the decisive, classic or semifinal and final meetings, at least one manager and two teachers must be accompanied by every 40 people in the cheer.

STANDARD TWO: Duties

The internal rules of ABSH schools must be respected, these include:

- Take care of the facilities.
- Who produces damages must pay them.
- The entry of people ingested from liquor, smoking and drugs is prohibited.
- Do not use explosive or smoke elements.
- The match must be suspended until those who break any of these last two points leave the school.
- Leave clean the places that are used. Do not throw objects, streamers, confetti, or paper rolls.
- Only circulate through the place where the event takes place.

- Of the elements that produce noise only trumpets are allowed and the latter only in the open field.
- * Anyone who does not respect any of these points will receive the respective attention calls and the consequences according to the order of the reprimands of numeral four.
- Additional rules at any school should make them known to visitors.

STANDARD THREE:

It is mandatory that the fans are properly separated by placing them at opposite ends.

STANDARD FOUR:

Mutual respect between the cheers should be encouraged, in this sense the student delegate, the manager and the teachers should promote the cheer "in favor of" and prohibit at all times provocative or derogatory behaviors, for example: The songs, batons, teasing or comments "against"; verbal offenses, throwing objects, insulting gestures, threats, etc. Likewise, shouts, criticisms, insults and threats to arbitrators, delegates and organizers are censored. * In case of non-compliance with these rules, organizers and / or school authorities must apply the following procedure:

First warning: - Request the change of behavior to the provocateurs.

Second warning: - If there is no change in behavior, you must ask the judge to suspend the game while the offender or offenders are reconvened and even changed places.

Third warning: - If there is no change in behavior, you must ask the judge to suspend the game while the offender or offenders withdraw from the sports arena until you have no visual or physical contact with the match. Even if necessary, the offender must withdraw from the organizing school. The offender has a maximum of 5 timed minutes and if it is the full cheer they will have 10 min. If at the end of this time you have not complied with this rule, the match is cancelled and the consequences of rule five subsection "A" apply.

STANDARD FIVE: CONSEQUENCES

A. When situations arise that warrant the cancellation of matches, the responsible school team loses the points. If they are both cheers, the match will be rescheduled and played without an audience.

B. The school cheer that receives two sanctions from subsection "A" during regional and / or national tournaments held during the current academic year, is suspended for one year participation in sports activities organized by the A.B.S.H. Depending on the circumstances, other penalties will be applied by the tournament ethics committee.

STANDARD SIX: GENERAL:

A. It is the responsibility of delegates, organizers and / or school authorities to act to comply with these regulations.

B. The facts of vandalism must be reported to the Director General and the Athletic Director of the schools involved and to the event organizer.

C. This cheers regulation applies to all situations generated before, during and after the activities organized by the A.B.S.H.

D. During the annual Congress of Athletic Directors, the behavior of the cheers will be an agenda item, to evaluate the application of the regulations and their conduct.

E. Any act of proven serious aggression will be sanctioned with the immediate removal of the fans from the facilities and the definitive suspension of this cheers for the entire sporting event. Banners with the regulation of cheers will be placed in each sporting event, with the aim of promoting their good behavior and good development of the events.

OF THE FAULTS AND ITS SANCTIONS

Art.59. Violations of the A.B.S.H CHAMPIONSHIPS AND COMPETITIONS REGULATIONS constitute offenses which will be sanctioned according to the same established rules and in accordance with the seriousness of the fault.

Art. 60. The faults can be committed by the teams, student-athlete, referees, delegates, coaches, Athletic Director, managerial staff, and teammates, which, depending on the severity of the same, will be the appropriate penalty, taking in Count the mitigating and aggravating. The following will be the penalties that will be applied:

- a. Verbal or written reprimand.
- b. Suspension from participating in subsequent games
- c. Loss of points or game
- d. Exclusion for the rest of the event

and.

- E. Exclusion for the rest of the school year of the competition
- F. Fines
- g. Damage compensation payment
- h. Exclusion of events for 3 to 5 years.
- i. Lifetime exclusion of events.
- Art. 61. The offenses committed will be sanctioned, according to their seriousness, by the judges, arbitrators and the ethics commission or the ABSH Board of Directors. ABSH confirms the rejection of RACISM and any type of discrimination on and off the pitch. The verification of such acts will be sanctioned with the lifelong suspension of ABSH events.



AST VIRTUAL SPORTS PROGRAM 2020 – 2021



Introduction

The AST Virtual Sports Program was created in April 2020 to give student-athletes the opportunity to participate in remote training for their respective varsity sports disciplines including soccer, basketball and volleyball. The program provides indispensable physical preparation during a time of inaccessibility to athletic facilities and isolation brought about by the COVID 19 pandemic.

The planning and technical logistics for the program are directed and supervised by the Athletic Department. The remote training and physical conditioning is led by a specialized team within each varsity sport made up by the respective Sport's Coordinator and Physical Trainers.

All norms and regulations set forth in the 2019-2020 Athletic Department Manual are upheld in any applicable case during virtual learning configuration. The Athletic Department also upholds the new rules set forth for the 2020-2021 academic year being contingent upon them in case of contradictions or ambiguous interpretations.

Background

When an immediate suspension of in-person school activities was introduced in mid-March 2020, on the orders National Health and Education authorities, a virtual training system was implemented through video training routines designed by coaches for the different age groups and levels. Student-athletes were routinely monitored and assisted asynchronously. (See Appendix 1)

Zoom technology then became available, which allowed for synchronous visual monitoring, technical and postural corrections, in addition to achieving the desired interaction between the group during each sport's training session. By the end of the 2019-2020 school year within the new virtual learning modality, a student population of more than 240 student-athletes ranging from grades 5 to 12 in Progressives A, B and C had been trained in a unified gender manner. (See Appendix 2)

For the Summer Vacation Period between June and July of 2020, the Athletic Department organized the Eagles 2020 Sports Summer Camp. The Camp provided students with opportunity to participate in Zoom practices for specific skills in basketball, soccer and volleyball as well as physical conditioning to ensure comprehensive and sustained growth of a healthy mind and body (See Appendix 3). Additionally, the Athletic Department was able to document and regulate the Student-Athlete and the Coaches' Commitment Statements (See Appendix 4 and 5) as guidelines for future virtual training session in the 2020-2021 academic year.

For the start of the 2020-2021 school year, the decision was made to start a Transitional Sports Season between the months of August and September. The Transitional Season allowed student-athletes to adapt to academic routines as a priority. (See Appendix 6)

Ever since October of 2020, a steady pace of training has been maintained with a fixed schedule for all sports disciplines. Additionally, the Athletic Department has incorporated different creative approaches in order to maintain student morale and ensure physical and technical growth in each student's respective sports discipline. (See Appendixes 7 - 12)

GENERAL OBJECTIVE

The main objective is to ensure the sustainability of AST's sports programs in the 2020-2021 academic year through methodologies adapted to this new reality of uncertain duration, making use of creativity and virtual technology as motivational tools to avoid a sedentary lifestyle and offer an attractive alternative for healthy and safe distraction after the academic routine.

SPECIFIC OBJECTIVES

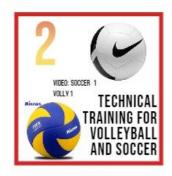
- a) Generate virtual sports training methods and plans within the basic resources available in students' households, in accordance with the modality and/or sports discipline, gender and age, and assuming motivational strategies and digital technology available to AST.
- b) Gradually expand the Virtual Sports Program to as many AST student-athletes as possible, starting from highest grade levels.
- c) Maintain links with schools of the Official Associations such as ABSH and AASCA to generate virtual sports exchanges under the guidelines of the new remote learning reality.
- d) Investigate the emerging trends of virtual sports training and adapt them to suit the school environment and possibilities at AST.
- (e) Promote within the AST Community the need for participation in sports activities to avoid negative psychological and physical impacts.
- f) Regulate and The Student-Athlete and Coaches Commitment to this new virtual learning system to strengthen their comprehensive training.
- g) Creatively optimize resources to reinvent traditional training methods and offer a motivating and attractive training modality for all participants.



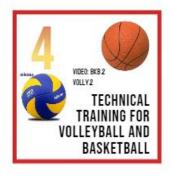
Below is the training schedule that you must meet if you do three sports. This in order to dose the loads of your workouts and in the prevention of injuries

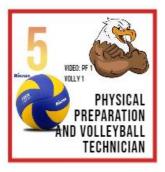








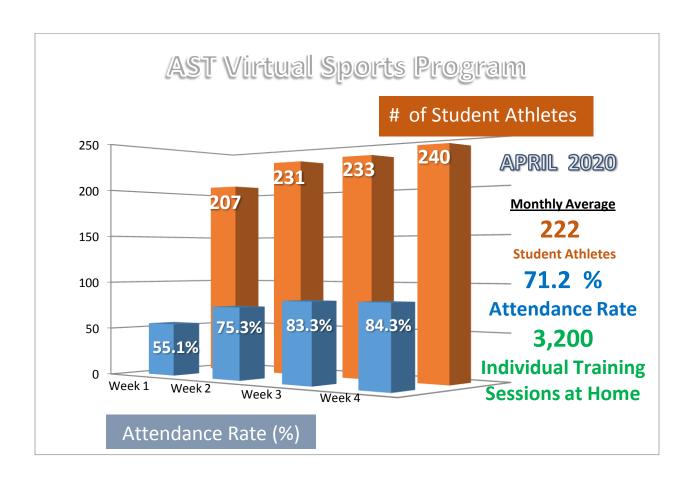


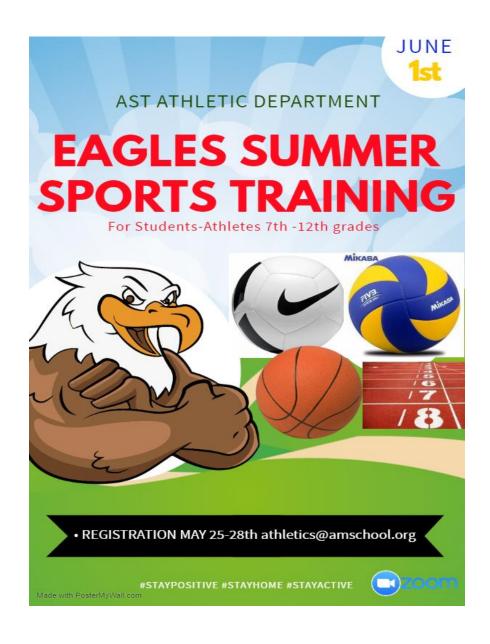






#STAYSTRONG #STAYPOSITIVE







<u>Virtual Sports Training Summer 2020</u> <u>STUDENT – ATHLETE COMMITMENTS</u>

By enrolling in EAGLES SUMMER SPORTS TRAINING 2020 I accept and I promise to comply with the following aspects:

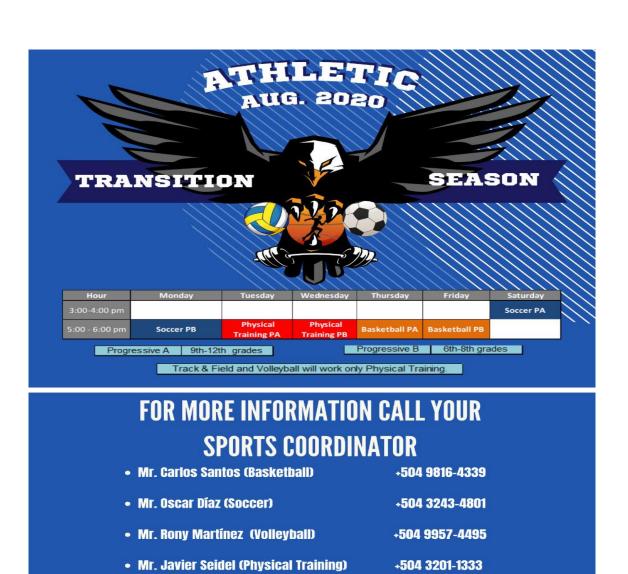
- 1. Manifest an attitude of respect, tolerance, and dignity towards participants before, during and after virtual training, keeping in mind that this is an extension of AST's academic programs for which all school rules and norms still apply.
- 2. Access virtual training in a timely way, according to call previously defined by the coaches and/or training calendar.
- 3. Check in advance the sports equipment required in order to avoid delaying training.
- 4. It is essential for EVERYONE to have all training clothing necessary (towel, boat with water, sneakers)
- 5. For female students, it is mandatory to wear short or long Lycra trousers under their shorts (both always).
- 6. For male students, it is mandatory to wear Lycra trouser under their shorts.
- 7. Use appropriate vocabulary during virtual training or in written communication in group chat comments by cell phone.
- 8. Participate in at least 70% of training sessions, as well as comply with the additional work assigned as tasks outside the virtual group training.
- 9. In case of justified absence, I must report it by group chat to my coach.
- 10. Any isolated or repeated breach of previous commitments, empowers my coach to call my attention, and/or temporarily or definitively suspend me from virtual training sessions, along with the respective report out to my parents and school authorities.



Virtual Sports Training Summer 2020 COACHES' COMMITMENTS

As an instructor responsible for EAGLES SUMMER SPORTS TRAINING 2020, I accept and commit to complying with the following aspects:

- 1. Manifest an attitude of respect, tolerance, and dignity towards participants before, during and after virtual training, keeping in mind that this is an extension of AST's academic programs for which all school rules and norms still apply.
- 2. Prioritize the physical and emotional well-being of my students-athletes by planning, organizing, and dosing workouts in a balanced way and according to each student's level; recognizing the limitations implied in developing a training program to avoid injuries and personal hazards.
- 3. Motivate individually and collectively my students/athletes to participate actively during this training period and continue to partake in the new sports programs that will be redefined in the future due to the Covid-19 global pandemic.
- 4. Use only previously approved official communication channels and supervised by school authorities.
- 5. Use appropriate vocabulary during virtual training or in written communication in group chat comments by cell phone.
- 6. Inform students/athletes in advance about equipment, additional work and any information necessary for the development of the work plan defined by the AST Atheltic Department.
- 7. Access virtual training in a timely way, previously agreed calendar planning.
- 8. Take day-to-day attendance and record entries to document reports to the AST Athletic Directorate. Notify in a timely any misbehavior on behalf of student-athletes, in order to ensure the development of an ethical program of excellence.
- 9. Any isolated or repeated breach of previous commitments empowers my senior authorities to call my attention, and/or temporarily or definitively suspend me from virtual training sessions, along with the respective report out to school authorities.



Or send e-mail to athletics@amschool.org

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FOR MORE INFORMATION CALL YOUR SPORTS COORDINATOR

Mr. Carlos Santos (Basketball) +504 9816-4339

Mr. Oscar Díaz (Soccer) +504 3243-4801

Mr. Rony Martínez (Volleyball) +504 9957-4495

• Mr. Javier Seidel +504 3201-1333

(Physical Training and Track & Field)

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