



**Student-Athlete Handbook  
2022-2023**

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## **Introduction**

The Student-Athlete Handbook is a supplement to the Central Baptist College Student Life Handbook and the College Catalog.

## **Central Baptist College Athletic Department** **Mission Statement**

The Central Baptist College Athletic Department is dedicated to the development of spiritual, academic, and athletic excellence for all student-athletes.

### **Values**

- **Christ-centered** focus in competition and service opportunities.
- **Character** development through the NAIA Champions of Character Program
- **Excellence** in the classroom and in competition

## **Athletic Department Directory**

<b>Lyle Middleton</b> Athletic Director, Head Men/Women's Golf, Head Women's Basketball	(501) 205-8830
<b>Sierra Carrier</b> Compliance Coordinator, Asst. Women's Basketball Coach	(501) 205-8819
<b>Erik Holth</b> Sports Information Director	(501) 205-8853
<b>Ken Prophete</b> Head Wrestling, Assistant Sports Information Director	(501) 205-8846
<b>Sir Jason Monroe</b> Assistant Wrestling	(501) 205-8846
<b>Caleb Authement</b> Athletic Trainer	(501) 205-8937
<b>Aaron Brister</b> Head Baseball	(501) 205-8797
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<b>Duffy Guyton</b> Assistant Baseball	(501) 205-8920
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<b>Lance Gordon</b> Director of Soccer – Men & Women	(501) 205-8935
<b>Thabo Masoga</b> Assistant Soccer Coach	(501) 205-8935
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<b>Rick Brown</b> Head Volleyball	(501) 205-8849
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## **National Association of Intercollegiate Athletics - NAIA**

### History

- 1937** – Dr. James Naismith and local leaders form National College Basketball. Tournament staged at Municipal Auditorium in Kansas City, MO.
- 1938** – Basketball tournament expands to 32 teams
- 1940** – National Association of Intercollegiate Basketball (NAIB) formed; first convention held
- 1948** – John Wooden's Indiana State team brings first African-American student-athlete to the NAIB tournament
- 1952** – NAIB adopts new moniker – National Association of Intercollegiate Athletics – and introduces men's championships in golf, tennis and outdoor track and field.
- 1953** – NAIA becomes first collegiate association to invite historically black institutions into membership
- 1957** – Tennessee State becomes the first historically black institution to win a collegiate basketball national championship
- 1980** – NAIA becomes first collegiate athletics association to sponsor both men and women's championship by adding women's basketball, cross country, indoor track and field, outdoor track and field, softball, swimming and diving, tennis and volleyball championships
- 1986** – NAIA Council of Presidents moves from advisory to governance role
- 1988** – Strict academic eligibility standards for all participating student-athletes adopted
- 2000** – NAIA introduces Champions of Character program with its new brand emphasizing character development among NAIA student-athletes
- 2001** – NAIA headquarters returns to metro Kansas City in partnership with the city of Olathe, KS
- 2007** – NAIA opens new headquarters in downtown Kansas City, MO.
- 2010** – NAIA opens the NAIA Eligibility Center.

## Statement of Philosophy

The purpose of the NAIA is to promote the education and development of students through intercollegiate athletic participation. Member institutions, although varied and diverse, share a common commitment to high standards and to the principle that participation in athletics serves as an integral part of the total educational process.

The NAIA embraces the concept of the student and recognizes the importance of the individuality of each member institution, the values of the conference and regional structure, and the benefits of membership in a national association.

The NAIA supports gender equity. Gender equity is an atmosphere and a reality where fair distribution of overall athletic opportunity and resources, proportionate to enrollment, are available to women and men, and where no student-athlete, coach or athletic administrator is discriminated against in any way in the athletics program. That is to say, an athletics program is gender-equitable when the men's sports program would be pleased to accept as its own the overall participation opportunities and resources currently allocated to the women's sports program and vice versa.

To achieve its purpose, the NAIA pursues the following goals for students:

The student, as the central focus of intercollegiate athletics, shall:

- i. Accept the responsibility to become an effective, contributing member of society; perform as a positive role model on the campus and in the wider community.
- ii. Fulfill academic responsibilities while progressing steadily toward meeting the requirements for a degree; and maintain eligibility for participation in every athletic contest.

## Champions of Character

The National Association of Intercollegiate Athletics (NAIA) *Champions of Character* program is designed to instill an understanding of character values in sport and provide practical tools for student-athletes, coaches, and athletic departments to use in modeling exemplary character traits. The NAIA developed the *Champions of Character* program in response to the growing problem of deteriorating standards of integrity in sports and society. At a time when all of sport has experienced increasingly inappropriate behavior by athletes, coaches, and fans, NAIA *Champions of Character* raises the standards for positive student-athlete development in athletics and academics. The NAIA *Champions of Character* program has established five core values that stretch well beyond the playing field. The NAIA identifies those core values as: integrity, respect, responsibility, sportsmanship and servant leadership. These character values help student-athletes and those associated with their development, make good choices in all aspects of their life and reflect the true spirit of competition.

# **Eligibility**

## **NAIA Eligibility Center**

The NAIA Eligibility Center ([www.PlayNAIA.org](http://www.PlayNAIA.org)) allows potential student-athletes the opportunity to do four things. First, student-athletes can search for NAIA schools that offer the interested sport. This site also offers college website links and photo galleries. Secondly, the NAIA Eligibility Centers gives student-athletes the opportunity to create a personalized profile. Third, this personal profile can be sent to coaches that the student-athlete is interested in. Lastly, the student-athlete can register with the NAIA to receive an eligibility determination.

## **Eligibility Requirements**

1. Initial Freshman Requirements
  - a. Be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution
  - b. Meet 2 of the 3 requirements:
    - i. ACT Score of 18 or SAT Score of 860
    - ii. High School GPA of 2.0 on 4.0 Scale
    - iii. Graduate in Top 50% of Graduating Class
2. Home-school Requirements
  - a. Must Meet Both Requirements
    - i. State Certification
    - ii. ACT Score of 20 or SAT Score of 950
  - b. Home School Transcript
  - c. If the ACT/SAT Score is not met, a Home School Waiver may be requested.
3. GED Requirements –
  - a. ACT Score of 18 or SAT Score of 860
  - b. Official GED Records
4. Transfer Requirements
  - a. Register with NAIA Eligibility Center
  - b. Complete NAIA Transfer Eligibility Statement Form
  - c. Provide a Release from Previous Institution or Complete a 16 Week Residency

## **9 Hour Rule**

Second Semester Freshman must pass at least 9 hours prior to the second term.

## **12 Hour Rule**

Student-athletes must be enrolled in a minimum of 12 hours. Student-athletes may not compete if they drop below 12 hours.

## 24/36 Hour Rule

Student-athletes must earn 24 hours during the previous two semesters or 36 hours during the previous three quarters.

After the first season of competition, at Central Baptist College, a student-athlete must have a minimum 2.00 cumulative GPA to be eligible for the next year. The 2.00 GPA minimum standard is only calculated from Central Baptist College credit hours.

## Progress Rule

- Student-athletes entering their second season of competition must have earned 24 semester hours.
- Student-athletes entering their third season of competition must have earned 48 semester hours.
- Student-athletes entering their fourth season of competition must have earned 72 semester hours. At least 48 of these hours must be general education or in the student-athlete's field of study.

## Repeat Courses

If a student-athlete repeats a class to replace a "D," the course can be counted towards the 24/36 Hour Rule, as long as the student-athlete earns a "C" or better. The repeat course may not be counted towards the Progress Rule. In a semester, only one course may be counted towards the 12 Hour Rule.

## GPA

Student-athletes GPA will be reported during their Junior and Senior years, academically or athletically, whichever comes first. Student-athletes must maintain a 2.0 GPA on a 4.0 scale.

## 10 Semester Rule

Student-athletes have 10 semesters to complete 4 seasons of competition.

## Transfers/Residency

A Transfer student is someone who attended and identified at another institution prior to their current institution.

If a student-athlete transfers from a four-year institution, there will be a required 16 week residency period prior to competition. The residency begins the first day of class and runs for 16 weeks.



The 16-week residency does not apply if the student-athlete transfers from a two-year institution only, did not compete while at the four-year institution, or receives a release from the four-year institution and has a 2.0 GPA.

### Seasons of Competition

Student-athletes can compete in four seasons of competition that run from August 1-May 15. Student-athletes are given 10 semesters to complete the 4 seasons of competition. This includes Varsity or JV competitions. If a student-athlete throws one pitch, plays for one second, etc., they will be charged with one season of competition.

### Amateur Status

In order to compete in the NAIA, student-athletes must have amateur status. An amateur is an athlete who does not compete at the professional level and competes for a reason other than money. Student-athletes can lose their amateur status if they: receive cash awards, sign a contract with a pro team, receive payment for use of name/picture, receive reimbursement over an actual expense amount, participate in an athletic contest where payment exceeds actual expenses of travel/meals/lodging, or agree to compete in professional athletics (pro sports program or with those authorized to represent the athlete).

### Hardships

A Medical Hardship is for student-athletes who have a season-ending injury. In order to be granted a medical hardship and given a season of competition back, a student-athlete must have their season-ending injury confirmed by a doctor, competed in no more than the maximum number of competitions for their particular sport, and the injury did not occur during the last regular season competition. Medical Hardships will affect your seasons of competition but will not change the total terms of attendance.

The number of competitions for each sport is listed below. Scrimmages are not counted towards the number of competitions.

- Baseball: 8 Contests
- Basketball: 5 Contests
- Volleyball: 4 Dates
- Soccer: 3 Contests
- Softball: 3 Contests
- Wrestling: 3 Dates
- Golf: 2 Contests

## **Code of Conduct**

The Student-Athlete Handbook is a supplement to the Central Baptist College Student Life Handbook and the College Catalog.

### **Appearance**

Student-athletes are to appear in public dressed in accordance to the Student Life Handbook dress code. All practice or game attire that conflicts with the dress code should be covered up or changed once practice or games conclude. In addition, each team's head coach has the authority to mandate any additional dress code standards, at any given time during the academic year, which would best represent that specific team and/or the Athletic Department.

### **Profanity**

Profane language or subject matter is strictly prohibited. In addition to the Student Life Handbook policy all student-athletes will be held accountable by their Head Coach during practice, games/matches, and travel for any profane words or speech that does not reflect the mission of Central Baptist College.

### **Chapel**

In addition to the Student Life Handbook policy all student-athletes can be held accountable to a higher standard of attendance, dress, and conduct by their Head Coach.

### **Sportsmanship**

Student-athletes represent Central Baptist College and are expected to display a high level of sportsmanship that is in line with the institution's Christ-centered principles. The expectations include, but are not limited to respect, appropriate language, attitude, poise, and humility.

### **Classroom Etiquette**

All student-athletes are expected to respect their professors and classmates in the classroom. They are required to set an example in attentiveness and punctuality. Each Head Coach has the authority to hold their respective student-athletes to a higher standard in order to ensure the utmost respect for the Athletic Department and the faculty.

### **Banned Substances**

The NAIA banned substances follows the NCAA when it comes to banned substances. The banned substances are as follows:

- Stimulants

- Anabolic Agents
- Alcohol and Beta Blockers (Rifle Only)
- Diuretics and Other Masking Agents
- Street Drugs
- Peptide Hormones and Analogues
- Anti-estrogens
- Beta-2 Agonists

For additional information about the NAIA banned substances access the following web link:  
[http://www.naia.org/fls/27900/1NAIA/resources/csa/NAIA\\_Banned\\_Substances\\_List.pdf](http://www.naia.org/fls/27900/1NAIA/resources/csa/NAIA_Banned_Substances_List.pdf)

## **Policy and Procedures**

### **Team Travel**

It is the responsibility of the student-athletes to inform their professors of absences for athletic events prior to their respective seasons. Student-athletes are responsible to arrange for all missed assignments, tests, etc. as directed by specific faculty member a week before the event as a minimum standard. If changes of the schedule occur for any reason during the season the specific faculty members should be notified immediately.

Each coach will address specific travel policies relating to their team. These policies will include dress, uniforms, behavior, arrival times, etc.

### **Attendance/Missed Classes**

Absences that do not fall under authorized team travel or competition will be subject to the current Student Life Handbook policy. In addition, student-athletes should not miss class for any other reason except for illness or emergencies as outlined in the Student Life Handbook policy.

### **Dropped Classes**

If a dropped course places a student-athlete under 12 enrolled hours, the student-athlete will immediately be ineligible to compete due to the NAIA 12 Hour Rule.

### **Study Hall**

Study Hall expectations will be determined by each Head Coach at the beginning of each academic year.

## Athletic Equipment

Student-athletes will receive uniforms, travel gear, etc. at the start of their season. It is the responsibility of the student-athlete to take care of the items that they are given and return items that each coach has deemed program property in the specified time frame. Any lost and/or stolen items will be paid for by the student-athlete. In addition, any item that has not be returned during the specified time frame will be billed to the student-athlete by the Business Office.

## Transportation

All student-athletes are required to travel with the team due to liability purposes. Student-athletes may travel home with a parent or legal guardian if approved by the Head coach. Travel procedures (e.g. travel gear, report times, etc.) are determined by the Head Coach.

## Fundraising

All fundraising activities must be organized and approved by the Head Coach, Athletic Director, and the Advancement Office prior to any implementation according to the Student Handbook. Any variation of this process is strictly prohibited.

## **Athletic Facilities**

### Facilities List:

- A.R. Reddin Fieldhouse – Volleyball, Wrestling, Men/Women’s Basketball, Intramurals, Athletic Offices
- Bruce Hall – Athletic Offices
- Centennial Soccer Park – Men/Women’s Soccer
- City of Colleges Park – Softball
- TBD - Baseball

### Weight Room Procedures

1. Proper, attire is always to be worn. No exceptions.
2. Student-athletes should not be unsupervised while in the weight room. A Coach is required to be on site if you will be using the weight room any time outside of scheduled times for your team. No exceptions will be made due to liability purposes.
3. No food or drink, except for water, is allowed in the weight room.
4. Only appropriate music is to be played in the weight room.
5. The equipment and weight room should be in better condition than it was found.

## Locker Room Procedures

1. Student-athletes are not allowed in locker rooms without the permission of their Head Coach.
2. Locker Rooms should be maintained at a high level at all times to avoid breakouts of any kind.

## Scheduling Procedures

Scheduling the Athletic Facilities should be authorized through the Men's Basketball Coach, Sam Khonke, [skhonke@cbc.edu](mailto:skhonke@cbc.edu).

## **Athletic Training/Sports Medicine**

### Training Room Conduct and Procedures

1. Athletes will shower and remove athletic shoes prior to entering the athletic training room.
2. Athletes will follow all CBC campus and athletic policies while in the athletic training room.
3. Athletes will arrive on time for appointments.
4. No more than 3 athletes in the athletic training room at any time.
  - a. If there is a line, please wait in the Bruce Hall lobby.
  - b. Only come into the athletic training room for treatment or evaluation. It is not an area for socializing.
5. All treatments are to be conducted by the athletic trainer. Your coach or teammate may not perform treatments.
  - a. Exceptions to this rule are:
    - i. You may get ice bags without the athletic trainer present provided a coach is present to give you access to the ice machine.
    - ii. You may get in a cold whirlpool if you are monitored, in the room, by your coach.
  - b. On road trips, you may be assigned a portable TENS unit to be able to get electrical stimulation while travelling for away games.
6. NO ATHLETE IS TO BE IN THE WHIRLPOOL ROOM WITHOUT SUPERVISION.

Morning treatments are REQUIRED to receive any treatment other than heat or ice. Afternoons are very hectic, and the focus is on preparing athletes for practice. Morning treatments are focused on evaluation, treatment, and rehabilitation of injuries.

### Athletic Training Room Hours

The Athletic Trainer will be available during scheduled appointment times. Appointments will be made through SportsWare.

## SportsWare

All athletes will complete all paperwork and information sections of SportsWare prior to being cleared to participate in your sport. No athlete may participate in any athletic practice or competition without clearance from the athletic trainer. All treatment sessions and evaluations for injuries will be set-up through the calendar on your SportsWare account.

Scheduling appointments will ensure that you are receiving the full attention of the athletic training staff.

## Physicals

All student-athletes are required to have a physical prior to participating in ANY sport activities, including conditioning and weights. Athletes have the option of coming to campus with a physical signed by their primary care physician or receive a physical when they arrive on campus for a standard fee of \$25.00 at the time of the physical. Any athlete who has been under the care of a physician in the past 12 months must provide a letter of clearance from their treating physician (e.g. knee surgery would need a letter from your orthopedic physician, appendicitis surgery would need clearance from your surgeon). All returning student-athletes must complete the returners form annually and have their vitals checked.

## Cleared to Participate

Prior to student-athletes being cleared to participate in ANY sport related activity they must be added to the official roster by the athletic trainer.

In order to be added to the official roster the athlete must have completed the following items:

- 1) Completed all medical history on SportsWare
- 2) Completed all Contact and Insurance information on SportsWare
- 3) Have a physical on file.
- 4) Turned in Behavior and Citizenship Form
- 5) Turned in CBC Student Athlete Insurance Form (Requires Guardian Signature)
- 6) Turned in any clearance letters required and received treatment for any items noted in the physical.
- 7) Turned in Athletic Liability Release and Waiver Form

## Medical Release

A hardship request is a request for an exception to the season of competition regulation. Hardships deal only with seasons of competition. All hardship requests must meet the following criteria:

- They must involve an injury or illness which is beyond the control of the student or coach and which incapacitates the student from competing further during the sport season in question as verified by the attending physician (i.e. M.D. or D.O. who must have examined the student during the sport season in question).

- The student involved shall not have participated in more contests or dates, excluding scrimmages, in the affected sport during the sports season than those listed for the sport:
  - Baseball – 8 contests
  - Basketball – 5 contests
  - Cross Country\* - 2 meets
  - Football – 2 contests
  - Golf\* - 2 contests
  - Soccer – 3 contests
  - Softball – 3 dates
  - Swimming and diving\* - 2 meets
  - Tennis\* - 3 dates/Tournaments
  - Indoor Track and Field\* - 1 meet
  - Outdoor Track and Field\* - 2 meets
  - Volleyball – 4 dates
  - Wrestling\* - 3 dates

\*Scrimmages are not allowed in these sports

Hardships cannot be requested for students who are incapacitated in the last regular-season contest or postseason competition.

### Pre-existing Conditions

Athletes with injuries or other medical issues that pre-date their arrival on campus must have a letter of clearance from their treating physician. If the athlete requires additional treatment after arriving on campus, the athletic training staff will facilitate referrals and treatment. CBC insurance will not pay for treatment of injuries suffered prior to participation in CBC athletics.

### Treatment Policy

Any athlete who sustains an injury while participating in CBC athletics must report the injury to the athletic trainer and their coach within 7 days for CBC insurance to assist with medical bills. The athletic training staff will facilitate referral to the appropriate physician when necessary. If an athlete would like to have a second opinion or decides on their own to see a physician you are free to do so, but CBC insurance may not be filed in these circumstances. If athletes are injured while travelling for a CBC athletic event, the head coach will have and complete an insurance form to be taken to the hospital or physician. You MUST provide a copy of this form to the athletic training staff immediately upon return to campus. Ask the treating facility to give you a copy or take a photo with your phone and text to the athletic trainer.

### Traveling Athletic Training Kit

When each team travels, they will be provided with an Athletic Training Kit. This Kit will include necessary treatment supplies. Before the team leaves, the Athletic Trainer will be responsible for making sure the Kit has all the supplies needed. When the team returns, the Athletic Training Kit needs to be returned to the Athletic Trainer.

## Concussions

A Concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost.

### What are the Signs and Symptoms of a Concussion?

#### Observed by the Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light
- Bothered by noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion
- Does not “feel right”

#### Observed by the Parent/Guardian, Coach, or Teammate

- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can’t recall events after hit or fall
- Appears dazed or stunned

### What To Do If Signs/Symptoms of a Concussion Are Present

#### Athlete

TELL YOUR COACH IMMEDIATELY  
Inform Parents  
Seek attention  
Give yourself time to recover

#### Parent/Guardian

Seek medical attention  
Keep your child out of play  
Discuss play to return to play with coach  
Address academic needs

### Where Can I Find Out More Information?

Center for Disease Control ([www.cdc.gov/concussion/HeadUp/youth.html](http://www.cdc.gov/concussion/HeadUp/youth.html))

HFHS Free Concussion Course (<http://nfhslearn.com/electiveDetail.aspx?courseID=15000>)

### Return To Play Guidelines

1. Remove immediately from activity when signs/symptoms are present.
2. Release from medical professional required for return (Neuropsychologist, MD, DO, Nurse Practitioner, Certified Athletic Trainer, or Physician Assistant)



3. Follow CBC's return to play guidelines and protocol.

CBC athletes will follow a 5 Day return to play protocol after being cleared to return to activity by either the athletic trainer or a physician.

## **Environmental Policies**

Hot Weather Guidelines & Hot Weather Practice Procedures

### **Introduction**

The following policy on heat illness has been developed by the Sports Medicine and Athletic Department to provide the highest quality healthcare for student-athletes at Central Baptist College. Heat illnesses are best thought of as a collection of illnesses that range from benign to potentially fatal. From the mild heat syncope and cramp to moderate heat exhaustion, and the life threatening heat stroke, this guideline serves to review and provide optimal strategies to help minimize heat illnesses.

**“Exertional heat stroke has had a 100% survival rate when immediate cooling (via cold water immersion or aggressive whole-body cold-water dousing) was initiated within 10 minutes of collapse.”** From Korey Stringer Institute, University of Connecticut:  
<http://ksi.uconn.edu/info/basic.html>

Because of this, Central Baptist College has adopted a **“cool first, transport second policy.”**

### **Prevention of Heat Illness**

Circumstances in which heat illness conditions occur may be predictable. The appropriate modification of these circumstances should be discussed and implemented starting during the pre-season.

#### **Pre-Season**

- Thorough and complete pre-participation history and physical examination
  - \* Note history of illness
  - \* Note history of sickle cell trait and screening test results if positive:
    - \* Student-athlete counseled on sickle cell trait
    - \* ATC for sport notified
    - \* Coaches notified
    - \* Sickle cell trait does not predispose to heat illness, but the conditions may be confused with each other and outcome from EHS (Exertional Heat Stroke) may be more severe.
  - \* Type and duration of training activities within the past 1-2 months
  - \* Extent of training done in heat
  - \* Acclimatize athletes to high heat and humidity gradually over 10-14 days
  - \* Education of sports medicine staff and coaching staff on heat illness recognition,

- management and prevention
  - \* Review National Athletic Trainers' Association Position Statement: Fluid Replacement for Athletes.
  - \* Perform training sessions when medical care is available and on-site
- Preparation of Practice Facilities
  - \* Ice/water
  - \* Ice towels
  - \* Coolers/water bottles
  - \* Water/sports drink (Gatorade)
  - \* Ice tubs
- Emergency Planning/Communication
  - \* Communication between athletic trainers, team physicians, local EMS, and Fire department.
  - \* Availability of cell phones
  - \* Cold tub-checked and filled before every practice
- Ice tub filled before practice and ice chest filled with ice and ready for use
- If immersion necessary, additional ice is readily available in ice chest located next to the ice tub, during fall camp

#### Pre-Practice

- Monitor Heat Index via internet weather report
- Communicate with coaches (adjust practice times, breaks, intensity of workout)
- Equipment check-utilize light colors, lightweight, and sun-protection
- Communicate with student-athletes
- Diet nutrition (when and what to eat)
- Stop medications that impair heat loss, increase thermogenesis, or decrease sweating (Ephedra compounds, antihistamines, large amounts of caffeine, diuretics) and substitute with safer medications
- Hydration
  - \* See National Athletic Trainers' Association Position Statement: Fluid Replacement for Athletes
- Weight Charts
  - \* Daily weigh-in pre and post practice
  - \* If >3% weight loss from day before, must increase salt/fluid intake before practice and monitor athletes for signs and symptoms of heat illness closely
- At discretion of Sports Medicine team student-athlete may be held from practice until rehydrated
- Ice/water/ice towels available
- Designate cool/shaded area
- Ice tub
  - \* Athletic Trainer/Coaches ensure that there is enough ice in ice machine and/or ice chest to adequately cool water and checks to make sure there is ice floating at the top of ice tub
- Emergency equipment (AED, Athletic training bag, phone, etc.)

### During Practice

- Monitor Heat Index every 20-30 minutes via internet weather report as needed
- Minimize warm up time in heat
- Conduct warmups in the shade or cooler (indoor) environments when possible
- Communicate with coaching staff
  - \* Increase breaks (frequency and duration)
  - \* Lower intensity of workout depending on heat
  - \* Minimal equipment, clothing
- Ice, water, towel availability
- Injured athletes observe practice from cool/shaded areas
- Sports Medicine Staff field communication (cell phones, radios)
- Heat Illness recognition
  - \* Any athletes who display signs and symptoms of heat illness must have participation restricted based on the judgment of the sports medicine staff or coach
- Practice modification
  - \* Rest breaks should be planned to match conditions and intensity of activity
  - \* Minimize the amount of equipment and clothing worn in hot or humid conditions
- Pre-hydration and hydration during activity
  - \* See National Athletic Trainers' Association Position Statement: Fluid Replacement for Athletes

### Post-Practice

- Communicate with athletic trainer (injury report; weather forecast, etc.)
- Communicate with student-athletes
  - \* Student athletes are encouraged to sleep at least 6-8 hours at night in a cool environment
  - \* Eat a well-balanced diet that includes proper hydration
- Lots of fluids; low-fat meal; no caffeine or alcohol
- Lightly salted foods; no fast food; drink fluids with meal
  - \* Extra sodium may be required when exercising in hot conditions or on days with multiple practices, either in diet or rehydration beverages
  - \* Signs placed in athletic training room and locker rooms regarding heat illness prevention
- Weight charts
  - \* Note > 3% weight loss and monitor athletes for signs or symptoms of heat illness closely and educate the student-athlete regarding appropriate rehydration
- Have cold tub available
  - \* Outdoor tub may also be used for cryotherapy
- Ice is added as needed to achieve a temperature of 55 degrees

### Return to Activity

Student-athletes with exertional heat stroke should avoid heat exposure for a minimum of one week. The student-athlete should not return to athletic activity until fully cleared by physician.

## Cold Weather Guidelines

### Introduction

Cold exposure can be uncomfortable, impair performance and even become life threatening. Conditions created by cold exposure include frostbite and hypothermia. Wind chill can make activity uncomfortable and can impair performance when muscle temperature declines. Frostbite is the freezing of superficial tissues, usually of the face, ears, fingers, and toes. Hypothermia a significant drop in body temperature occurs with rapid cooling, exhaustion and energy depletion. The resulting failure to the temperature-regulating mechanisms constitutes a medical emergency.

Hypothermia frequently occurs at temperatures above freezing. A wet and windy 30-50 F degree exposure be as serious as a subzero exposure. For this reason, the CBC Athletic Department has developed cold weather guidelines using the wind chill factor instead of the ambient temperature. Wind speed interacts with ambient temperature to significantly increase body cooling. When the body and clothing are wet (whether from sweat, rain, snow, or immersion), the cooling is even more pronounced due to the evaporation of the water held close to the skin by the wet clothing.

Clothing is one of the most important parts of keeping the athlete's body warm. Athletes should dress in layers and try to stay as dry as possible. Layers can be added or removed depending on temperature, activity and wind chill. Athletes should layer themselves with wicking fabric next to the body, followed by lightweight pile or wool layers for warmth. Athletes should use a wind block garment to avoid wind chill during workouts. Heat loss from the head and neck may be as much as 50% of total heat loss, therefore for the head and neck should be covered during cold conditions. Other extremities should be covered at all times to protect from the wind chill.

### Cold Exposure:

- Breathing of cold air can trigger an asthma attack (bronco spasm)
- Coughing, chest tightness, burning sensation in throat and nasal passage
- Reduction of strength, power, endurance, and aerobic capacity
- Core body temperature reduction, causing reduction of motor output

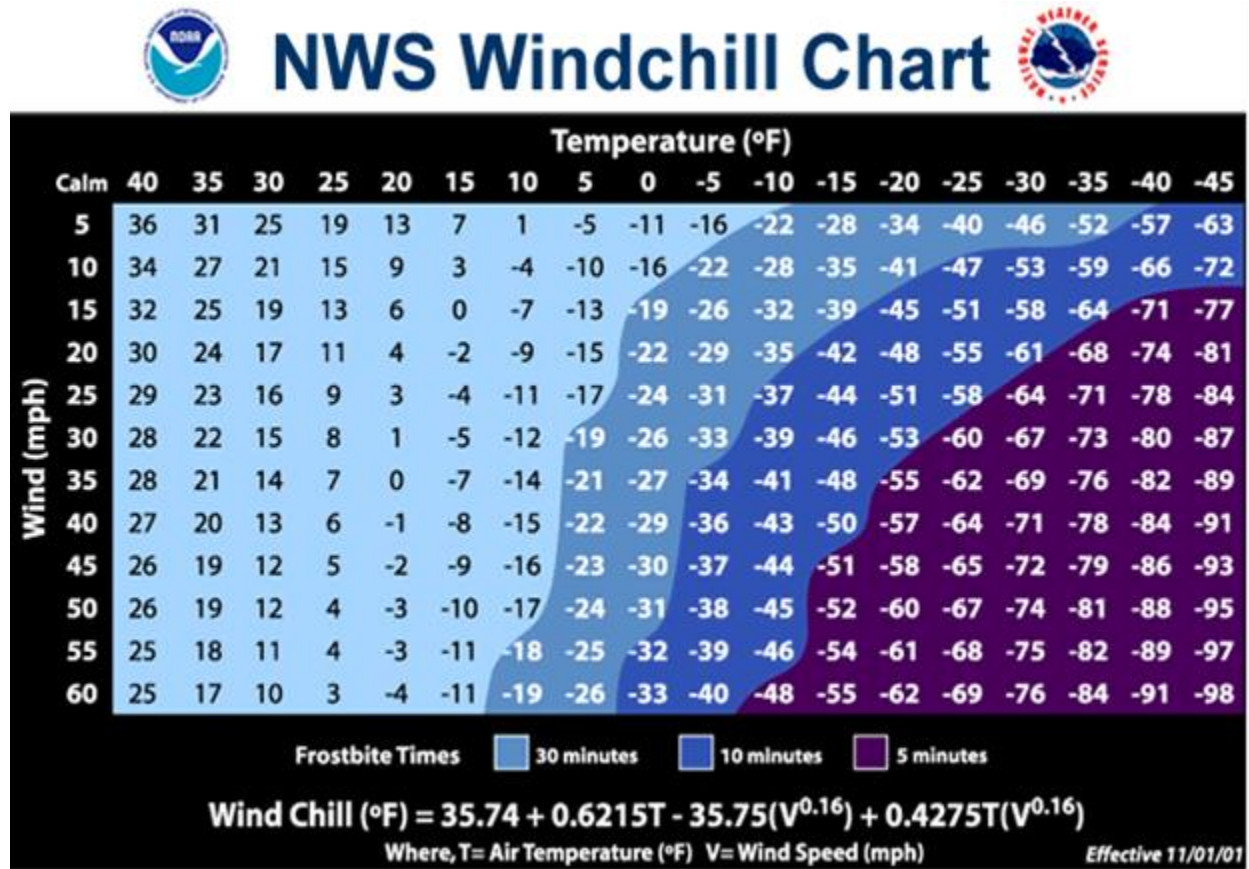
### Cold Recognition:

- Shivering is a means for the body to generate heat
- Excessive shivering contributes to fatigue, loss of motor skills
- Numbness and pain in fingers, toes, ears, and exposed facial tissue
- Drop in core temperature; athlete exhibits sluggishness, slowed speech, disoriented

### General Guidelines:

- Wind Chill Factor will be assessed prior to practices
- Coaches will obtain weather report from weather.com, using the 72034-zip code.

- The wind chill of the day will determine which protocol will be followed.



Central Baptist College Cold Weather Guidelines: Practice

Wind Chill Factor 33-35° F with Precipitation:

- 35 min. of exposure/20 min. inside gym (may return outside after 20 min.)
- Dry clothing (socks, gloves)
- Athletes must be dressed in warm-up with extremities covered

Wind Chill Factor 32° F or lower with precipitation:

- All practices will be inside
- No outside exposure

Wind Chill Factor 32-35° F (Dry):

- 45 min. of total exposure/ 15 min. inside gym (may return outside after 20 min.)
- Athletes must be in warm-ups with extremities covered

Wind Chill Factor 26-31° F or lower (Dry):

- 30 min. of total exposure/15 min. inside
- Warm-ups must be worn with all extremities covered at all times

Wind Chill Factor of 25° F or lower:

- No outside practices

#### Central Baptist College Cold Weather Guidelines: Games

Games to be postponed due to cold weather will be determined on a case by case basis by the Athletic Director in conjunction with officials and athletic trainers. Postponed games to be re-scheduled will be determined by the Head Coach of that sport as well as the Athletic Director.

#### Lightning Policy

On the average, lightning kills 100 people in the USA each year. Lightning can strike from 10 miles away. The 30 second “flash to bang” method of predicting the danger of a storm means the lightning is 6 miles away. This distance is well within the 10-mile strike zone. In order to ensure the safety and well-being of the student-athletes, coaches and spectators at practices and athletic events, it is necessary to establish a comprehensive action plan for lightning and other weather-related emergencies. The following plan has been adapted from the **NATA Position Statement: Lightning Safety for Athletics and Recreation**. This plan includes the chain of command, designated weather watcher, means of monitoring local weather, specific safe locations for each site, criteria for suspension and resumption of activity and use of recommended lightning-safety strategies.

#### Chain of Command:

1. The **athletic trainer** is the ultimate authority and has the duty of suspension of the practice or game if the weather conditions become unsafe.
2. If none of the above is present, the **Athletic Director** has the authority and duty of suspension of the practice or game if the weather conditions become unsafe.
3. If none of the above is present, the **head coach** of the team (or his/her designee) has the authority and duty of suspension of the practice or game if the weather conditions become unsafe.
4. If the game is already underway and the officials of the game are responsible for suspension of the game, it is the responsibility of the school officials listed above to inform the officials of the weather conditions and request suspension of the game. If the

**school officials** feel that the weather conditions are unsafe, the field should be evacuated to a safe location immediately.

Designated Weather Watcher:

1. The designated weather watcher is the Athletic trainer if present at the practice or games.
2. If the athletic trainer is not available, the Athletic director shall be the designated weather watcher.
3. If none of the above is present, the Head coach or his designated Assistant coach shall be the weather watcher. It is the ultimate responsibility of the Head coach to be aware of unsafe weather conditions.

Means of Monitoring the Weather:

1. Before practices and games, the athletic trainer, coaches and Athletic director should monitor the weather by weather reports and forecasts on television, on the internet, as well as via weather tracking applications on smart phones, if available.
2. During the practices or games, the weather should be monitored for inclement weather if there is the possibility of lightning or storms in the area.
3. The athletic director, athletic trainer, coaches, spectators and student-athletes should be diligent in watching for signs for inclement weather especially if there is a forecast for such weather. If anyone sees signs of possible inclement weather, such sightings must be reported to the chain of command for decisions about suspension of outdoor activities.
4. All individuals (coaches, student-athletes, or spectators) should have the right to leave an athletic site or activity, without fear of repercussion or penalty, in order to seek a safe structure or location if they feel they are in danger from impending lightning activity.

Specific Safe Sites for Each Location:

1. The primary choice for a safe location from the lightning hazard is in any substantial structure that is frequently inhabited. These building should have electrical wiring, telephone wiring and plumbing pathways because these fixtures aid in grounding the building. Breezeways, overhangs of concession stand, dugouts and covered entrances are not safe structures. It is important that everyone is away from doorways and windows and not in contact with plumbing or wiring during thunderstorms.
2. The secondary choice for a safe location from the lightning hazard is an enclosed vehicle. Cars or buses with metal roofs and windows closed afford protection from thunderstorms. Golf carts and convertibles do not provide protection from lightning. Individuals must not be in contact with the metal framework of the vehicle.
3. During home events and practices at Central Baptist College, the following areas should be considered primary evacuation sites:

- a. **Soccer field** – evacuate to the restrooms/concession building
  - b. **Softball field**- evacuate to the restrooms/concession building.
  - c. **Baseball field**-TBD
4. During away events, student-athletes and coaches should evacuate to the closest safe structure as directed by the host team. If no safe structure is available, the student-athletes and coaches shall evacuate to the team bus.

### Lightning Guidelines and Procedures

The following procedures will be put in place for lightning disturbances or other weather-related issues:

#### Lightning Delay Procedures:

- 1) Use the NCAA Sports Medicine Handbook/NCAA Lightning guidelines as a guide to implement lightning delay procedures.
- 2) When thunder is heard, or a cloud-to-ground lightning bolt is seen or an approved lightning/storm detector indicates that lightning is within eight (8) miles of the venue, the thunderstorm is close enough to strike your location. Suspend play and take shelter immediately.
- 3) Adhere to the 30-minute rule before resuming play, regardless of the point of interruption.
- 4) Communicate with host school administration, visitor administration, and head coaches of both teams as conditions change.
- 5) Attempt to finish contest, if at all possible, once lightning disturbances subside.
- 6) It is ultimately the responsibility of the game officials in communication with the host site administration as to whether to suspend the contest or extend the delay additionally.

### Tornado Policy

A tornado is a violent windstorm characterized by a twisting, funnel-shaped cone. It can have speeds up to 300 mph and usually will stay on the ground for no more than 30 minutes. However, a tornado can touch the ground several times in different areas.

The following policies have been established in order to better prepare the Central Baptist College Athletic Department staff, student-athletes, and spectators for safety procedures involved with severe weather and tornados. These policies have been established primarily to ensure safety to the participants and spectators.

Chain of command, designated weather watchers, and means of monitoring weather remain same for tornado safety:



- Falling and flying debris causes most deaths and injuries during a tornado. Although there is no completely safe place during a tornado, some locations are much safer than others.
- When inside a building, move to a pre-designated shelter.
- If an underground shelter is not available, move to a small interior room or hallway on the lowest floor and get under a sturdy piece of furniture. Put as many walls as possible between you and the outdoors.
- Stay away from windows.
- Get out of automobiles.
- Do not try to outrun a tornado in your car; instead, leave the vehicle immediately and seek shelter.
- If caught outside or in a vehicle, lie flat in a nearby ditch or depression and cover your head with your hands. If a tornado is sighted, you should run in 90° angle from its path.

During home events and practices at Central Baptist College, the following areas should be considered primary evacuation sites:

- a. **Soccer field**- evacuate to the restrooms/concession building.
- b. **Softball field**- evacuate to the restrooms/concession building.
- c. **Baseball field**- evacuate to the football locker rooms.

## Insurance

### Insurance Procedures

1. Student-Athletes are to set up an appointment with the Athletic Trainer via their coach or SportsWare.
2. The Athletic Trainer, if necessary, will set up an appointment with the appropriate doctor/clinic.
3. The Athletic Trainer and Student-Athlete will complete an Injury Report Form. It is at this point that a determination will be made if a Notarized Letter.
4. The Injury Report Form and Notarized Letter (if applicable) will then be taken to the Administrative Assistant for Athletics. A copy of the Injury Report Form will be made and placed in the Student-Athlete's file. Directions will be given for the Notarized Letter, which will be placed in the file when it has been notarized.
5. The Student-Athlete will take the Injury Report Form and Notarized Letter (if applicable) to the Doctor's Appointment and submit at the Front Desk.

6. The Injury Report Form and Notarized Letter (if applicable) will be submitted to the Secondary Insurance Company.
7. Any Insurance information that is received is to be taken to the Administrative Assistant.
8. If the Secondary Insurance is need of information to process the claim, the Administrative Assistant will contact you.

### Primary Insurance Documentation

Primary Insurance Documentation for each student-athlete should be on file in their SportsWare account. Freshman and Transfers should input this information at the time that they arrive on campus. If a student-athlete's insurance information changes, they are to go into their SportsWare account and update the information.

When a student-athlete goes to an appointment, ER, etc., they are to provide their primary insurance information. The primary insurance will be billed first for the services provided.

### Secondary Insurance

The Central Baptist College Athletic Department requires the student-athlete to have secondary insurance. Once the Student-athlete's primary insurance has paid the provider, the insurance claim will go to the secondary insurance company. This is provided for each student-athlete within the Student-Athlete annual fee that is due by the fall payment deadline. Any adjustment of the annual fee will be communicated by the head coach to the student-athletes prior to the next year's enrollment period and on the college website.

### Catastrophic Injury insurance

There may be instances where a catastrophic injury occurs that results in the Student-Athlete needing extensive medical needs. In many cases, the medical needs will exceed the amounts that primary and secondary insurance companies will pay. In these cases, there will be a third type of insurance that will help with the costs of athletic injuries. The primary insurance will be billed first. Once the primary insurance company's limit has been reached, the claim will go to the secondary insurance. Once the secondary insurance company's limit has been reached, the claim will go the Catastrophic Insurance Company. Any information that is received, related to the student-athlete's claim, should be brought to the Administrative Assistant.

## **Addendums**

Behavior and Citizenship Form; Athletic Liability Release & Waiver Form; Media Release; Athletic Profile; Acknowledgement of Drug Testing; Handbook Understanding Form; Website Resources.

## Behavior and Citizenship Form

The conduct of a Mustang Athlete is closely observed by many, it is important that an athlete's behavior be above reproach. Appearance, expression and actions always influence people's opinions of CBC's Athletic Department. Once you have volunteered to be a member of a team, you have made the choice to uphold certain standards that are expected of all athletes on campus. Be proud to be a Mustang athlete, for it is a privilege, not a right!

The way an athlete acts and looks are of great importance! Proper dress, appearance, grooming and personal cleanliness are expected. Athletes should be leaders and fellow students should respect and follow them. Proper dress and appearance is outlined in the CBC Student Handbook and will be monitored by all coaches.

I acknowledge and agree that I may be suspended and/or terminated for behavior deemed inappropriate or detrimental for the Athletic Program and the institution in general. Furthermore, I acknowledge and agree that my membership in and participation with the CBC Intercollegiate Athletic Program can be suspended and/or terminated for any length of time for "No Cause."

I also willingly submit to drug testing at any time I am enrolled as a student at Central Baptist College. I also understand that failure to submit to testing and/or failure of a drug test could terminate my status as an athlete or as a student at Central Baptist College.

*My dated signature below indicates my complete agreement and acknowledgement with all of the standards and guidelines set forth in this document.*

\_\_\_\_\_  
Student-Athlete REQUIRED

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student-Athlete's Parent/Guardian/Responsible Party  
Required if student-athlete is not at least 18 years old.

\_\_\_\_\_  
Date

# Athletic Liability Release & Waiver Form

Athlete's Name: \_\_\_\_\_ Intercollegiate Sport: \_\_\_\_\_

## **Injury**

I acknowledge that collegiate athletics is an inherently dangerous activity, which can pose a threat to my overall health and/or my life. I also acknowledge my voluntary participation in the above mentioned sport and I agree to release Central Baptist College, its Athletic Department, Conway Regional ~~Therapy Center~~, and any other subsidiary of Central Baptist College including but not limited to: personnel (staff, faculty, officials, administrators, etc.), and other departments, from any and all liability related to an injury, health problem, or loss of life which may occur while participating in any Central Baptist College Athletic Activity (including but not limited to: games, practices, team meetings, team functions, team travel, any CBC related travel, etc.).

If I am injured, I give my consent for the Athletic Training Staff or Head Coach to secure treatment at the best medical facility available. When taking an athlete for treatment, the expenses must be billed to the parents or student and not CBC. I understand that CBC will not be responsible for payment of any medical bill that the family's personal policy or CBC's supplemental policy does not pay. I understand that I am to notify the Athletic Training Staff within 7 days of an injury for which the institution's supplemental insurance might be expected to pay. (If you do not have primary insurance coverage as a student, it would be beneficial to seek some type of coverage.) Notification of an injury after the seventh day following the date of the injury might result in a waiver of any responsibility, financial or otherwise, of Central Baptist College (Conway AR), its Athletic Department and any other contractor or subsidiary of Central Baptist College including but not limited to: personnel (staff, faculty, officials, administrators, etc.), and other departments.

## **Equipment**

Any equipment issued to the student athlete must be returned to the athletic department within 7 days of the conclusion of the season for which the equipment was issued. I acknowledge that I have been advised that if I do not comply with the above stated requirement, Central Baptist College has the right to withhold grades, transcripts, class attendance, or bill me for the equipment if not returned.

## **Dear Parent of CBC Student-Athlete**

We are pleased to have your son/daughter as a student-athlete at Central Baptist College and hope he/she will achieve academic, social and athletic success. Injuries do occur and we attempt to provide our student-athletes with the very best possible care. The College's policy is that each student be required to have a physical examination, which we will provide through Conway Regional Health System or through your family doctor. Additionally, this insurance form must be completed and returned to the Athletic Department. Student-athletes may not practice or play in an intercollegiate sport until the requested insurance information is received.

The Central Baptist College insurance policy provides excess or secondary coverage for injuries or accidents sustained during a team practice or meet/game only subject to the policy provisions. Parental insurance or employer insurance, if available, provides primary coverage. If the parental or employer

coverage is provided by an HMO, PPO, Network, or other form of self-insurer, please be sure to indicate this in the appropriate place on the form.

We must emphasize the importance of having the name and address of your insurance company and any group or certificate numbers. Please complete the attached form and return it as soon as possible. Your assistance in this cooperative approach for athletic insurance coverage is appreciated. Thank you – Central Baptist Athletic Department.

Student-Athlete Last Name	
Student-Athlete First Name	
Social Security #	
Date of Birth	
Sport	
Responsibility Party (parent, guardian, etc.)	
Street Address	
City, State, Zip	
Relationship to Student	
Responsible Party's Phone Number	
Responsible Party's Employer	
Student Covered by Responsible Party's Insurance	
Insurance Provider	
Street Address	
City, State, Zip	
Policy Number	
Insurance Company Contact Phone Number	
Does insurance require pre-authorization for treatment?	
Is a second opinion required before surgery?	
Is coverage considered to be an HMO, PPO, or Network	
Emergency Contact Name/Relationship to Student-Athlete	
Emergency Contact(s) Phone Number	
List student's previous surgeries and/or related athletic injuries:	
<b>Injury/Surgery</b>	<b>Date</b>
1.	
2.	
3.	

I hereby authorize Central Baptist College, CBC's personnel and CBC's affiliated insurance provider to inspect or secure copies of case history records, laboratory reports, diagnosis, x-ray and any other data covering this or previous confinements and/or disabilities. A photocopy of this authorization shall be deemed as effective and valid as the original. I/We understand that we will be asked to submit any and all medical bills incurred from an intercollegiate athletic accident to our family/employer group or plan insurance company first.

Responsible Party's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student-Athlete's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Media Release

I, \_\_\_\_\_, give Central Baptist College and the CBC Athletic Department permission to take photographs and use them as they see fit on promotional print & e-materials. As well as on [www.cbc.edu](http://www.cbc.edu) and [www.cbcmustangs.com](http://www.cbcmustangs.com) .

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

## Athletic Profile

Name: \_\_\_\_\_

Sport: \_\_\_\_\_

Position: \_\_\_\_\_

Academic Year: \_\_\_\_\_

Athletic Year: \_\_\_\_\_

Major: \_\_\_\_\_

Minor: \_\_\_\_\_

GPA: \_\_\_\_\_

College Address: \_\_\_\_\_

College Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Transfer?: \_\_\_\_\_

## Acknowledgement of Drug Testing Form

I, \_\_\_\_\_, have read and understand the Substance Abuse Testing policy set forth by the Central Baptist College Student Life Handbook (stated below). I am also aware of the consequences should I test positive. I also understand that failure to submit to testing and/or failure of a drug test could terminate my status as an athlete or as a student at Central Baptist College.

### Substance Abuse Testing

All students are subject to substance abuse testing. The approximate cost of each drug screen is \$60. The cost for the drug screen will be paid by Central Baptist College. If the student fails the drug test, the student will then be responsible to reimburse Central Baptist College for the cost of the test. The Dean of Students may require any student to submit to a drug screen when that student demonstrates behavioral changes suspected to be related to substance abuse. The decision to drug screen may be drawn from, but is not limited to, the following observances:

- Observable phenomena, such as the direct observation of drug use and/or physical symptoms or manifestations of being under the influence of a substance of abuse.
- Erratic behavior, slurred speech, staggered gait, flushed face, dilated/pinpoint pupils, wild mood swings, and/or deterioration of work performance.
- Information that a student has caused or contributed to an accident as a result of substance abuse.
- Information that a student has been arrested or charged with a substance abuse related offense.
- Conviction by a court or being found guilty, plea of guilty, or a plea of no contest for substance abuse related offense.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date



# Handbook Acknowledgement Form

I, \_\_\_\_\_, acknowledge that I have received the 2021-2022 Central Baptist College Student-Athlete Handbook. I also acknowledge that I have read the Student-Athlete Handbook, understand it, and agree to comply with all standards set forth therein.

I also acknowledge that the 2021-2022 Central Baptist College Student-Athlete Handbook is a supplement to the Student Life Handbook, and I agree to comply with the regulations and guidelines contained therein. The Student Life Handbook is available online at [www.cbc.edu/StudentHandbook](http://www.cbc.edu/StudentHandbook) .

In addition, I understand that any violation of the Student Life Handbook will be reported to my Head Coach and Athletic Director.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

## **Website Resources**

[www.cbc.edu](http://www.cbc.edu)

[www.cbc.edu/handbooks](http://www.cbc.edu/handbooks)

[www.cbcmustangs.com](http://www.cbcmustangs.com)

[www.naia.org](http://www.naia.org)

[www.championsofcharacter.org](http://www.championsofcharacter.org)

[www.amcsportsonline.com](http://www.amcsportsonline.com)

[www.ahsaa.org](http://www.ahsaa.org)