

BAIS Athletics/Activities Handbook

(revised August 2009)



Bandung Alliance International School

Bandung, West Java, Indonesia

BAIS Athletics Department Handbook

(Revised August 2009)

Table of Contents

Letter from Athletic Director	3
Athletics Policies & Expectations	4
Advisors and Coaches Guidelines/Responsibilities	8
Coaching Preference/Resume	9
Coach's Checklist	10
Overall Team Information Sheet	11
Team/Players Information Sheet	13
Team/Season Results Sheet	15
Budget/Expenses Record	17
Athletics Trip Permission Form (Sample)	18
Sample Athletics Trip Letter	19
Athletics Trip Checklist	20
BAIS Athletics Philosophy & Compliance Form (Student Copy)	21
BAIS Athletics Participation Form (Student Copy)	24
PE Waiver Form	25
BAIS Athletics Department Awards	26



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Message from the Athletic Director:

Dear Coaches and Student Athletes,

Pressing On!

I consider it a great privilege to be the head of the Bandung Alliance International School (BAIS) Athletic program for the 2009-10 academic year. We had a phenomenal year in sports last year, bringing home three IISSAC championship banners. This has never been done before in the history of the IISSAC. We also had a phenomenal year in maintaining positive and God-Glorifying attitudes in all our competitions. Although winning is desired and fun it is my desire that this sports program will exist to help us develop and use our God-given athletic gifts and talents in a way that will glorify God. Last year was a great start so now let us PRESS ON in both competition and attitude.

Let me introduce myself -- my name is Jason Phillips and I am from Michigan, USA. Although I hold a degree in Geology and Environmental Studies from Calvin College (Grand Rapids, Michigan), sports have always been my first love. I have been involved in organized sports since elementary school and through the years have found great encouragement and friendship through sports and other athletic and outdoor pursuits. Although I was an active participant in many sports including basketball and track, my main focus was soccer where I played throughout all of high school and two seasons at the university level. In addition, I served as an assistant coach at the college level. In 2000 my wife and I moved to South India where I taught physical education and served as athletic director in a British international boarding school of 350 students. I had the opportunity to develop the skills and talents in many students as well as to learn a few things myself -- cricket anyone?

As we start this new school year and new sport seasons it is my desire to make BAIS's Athletic program the very best it can be. I find great pleasure in many of the details and behind-the-scenes work. It is my desire to serve both coaches and athletes and to see a well-run program emerge. I want coaches to feel supported and enabled so that students can feel challenged and fulfilled.

This sports handbook, although similar to previous years, contains a few updates and changes. Please read through it carefully. Besides addressing expectations for conduct in both athletes and coaches, it is also full of practical information and forms that will help make the program run smoothly. We will continue to seek to run the program "by the book" to ensure consistency and excellence in all things.

In closing I would like to encourage you to press on for the glory of God.

Philippians 3:14

(In the words of Paul) I press on toward the goal to win the prize for which God has called me heavenward in Christ Jesus.

As we continue to strive to win earthly prizes, remember to continue to do so in a manner that brings glory to God and will reap heavenly prizes. Although it is my desire that those involved in the athletics program here at BAIS strive to be and to produce the best possible student athletes, it is ore important that we represent our Lord well and give Him the Glory! Press on for His Glory.

Looking forward to this year,
Jason Phillips



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Bandung Alliance International School Athletics Policies & Expectations

BAIS Athletics Philosophy

The philosophy of the Athletics Program at Bandung Alliance International School is first and foremost subordinate to the philosophy and purpose of the school as outlined in the BAIS Faculty & Staff Manual and the BAIS Parent & Student Handbook. The following directives are to be seen as the practical application of the school's philosophy and statement of purpose and focus on developing the physical component of our expected student outcomes. The first directive is for the program to offer a medium for competition. In doing so, it is the goal of the Athletic Director to ensure that each athlete is encouraged to develop a healthy, competitive attitude. Second, the Athletics Program should strive to develop the athlete's skills and character by coaching the fundamentals and instilling within each athlete a sense of sportsmanship. Third, each athlete should be taught to exhibit a Christ-like attitude and respect for both teammates and authorities at all times. Fourth, the Athletic Program should cultivate overall school spirit and pride by encouraging personal a community support of other teams and extra-curricular functions. Finally, the Athletic Program must seek to teach athletes effective time management. An athlete's grades should not suffer as a result of participation in extracurricular activities. Interscholastic athletics at BAIS are an integral part of the total educational program. Participation in athletics at BAIS is a privilege, not a right. It is a privilege which carries with it the responsibility to use God-given abilities in a manner which favorably reflects on himself, his family, BAIS and Indonesia.

110 Athletic Vision Statement: The goal of the BAIS Athletic Program is to provide the students with a medium for competition and within that framework develop an athlete's skills, character, competitive attitude and serve to cultivate overall school spirit in a Christ-like manner.

120 Definition of BAIS Sports team

BAIS has two classifications of teams:

- Varsity Sport- Consist of primarily secondary students that participate 4 day for a minimum of eight weeks. The team objective is to fulfill the Athletic Vision Statement, which will include competition. Varsity Sports are primarily funded through the athletic budget and participants are invited to attend the annual athletic dinner at the end of year. (Swim team will always be included in this grouping as long as we they attend the IISSAC tournament, although the team's season may be shorter than eight weeks due to limited time for the season and they may have elementary students on the team.)
- Club Sports- Exist to give students not involved in a Varsity Sport opportunity to play sport and develop skills. The participating students will primarily be middle school and elementary students. The club will meet less than 4 days week. The objective is participation and will not necessarily be competition driven. They need to be self funded for facilities, awards, etc.
- IISSAC Sports- (International Indonesia Small Schools Activities Conference) IISSAC is a activities conference of Schools in Indonesia that BAIS participates in three tournaments a year. The main sports are soccer, basketball and swimming. IISSAC also currently holds activities in Battle of the Book, Debate, and Cross-country.

130 Core Values of the BAIS Athletics Program:

- Respect – Each athlete will be expected to exhibit respect for his or her teammates and authority at all times.

- Fundamentals – Each coach will commit to developing the athlete’s skills and character by coaching the fundamentals and instilling within each athlete a sense of sportsmanship.
- Time Management – Each athlete will learn the importance of effective time management. An athlete’s grades should not suffer as a result of participation in extracurricular activities and athletes will be required to balance and honor their commitments.
- Community – The Athletic Program should cultivate overall school spirit and pride by encouraging personal and community support of teams and extracurricular functions.

140 Eligibility Requirements for BAIS Athletes:

- Written parental permission must be on file with the Athletic Director before trying out for a team.
- A completed sports physical administered by a doctor (good for one school year) on file with the Athletic Director before trying out for a team.
- A student, while participating in athletics, must sign a BAIS Athletics Code of Conduct and also meet the following standards:
 - The athlete must be in good standing with the BAIS student body.
 - Maintain a good cooperative attitude in the classroom.
 - Maintain good academic performance. The following standard will apply. Students interested in any extracurricular activities must be academically eligible. Eligibility is based on a GPA of 2.0 or higher with no F’s for the preceding quarter or semester (first quarter, first semester w/ final grades, third quarter, second semester w/ final grades). First quarter eligibility is determined by the previous semester’s grade.
 - Students will not be allowed to tryout, practice, or play while they are academically ineligible.

150 Attendance Requirements for Extracurricular Activities:

- In order to practice or participate in an activity a student must be in attendance the whole day on the day of activity or practice. Activities that happen on a non-school day or activities that require travel on a school day will require a full day of attendance the day prior to the activity. In extenuating circumstance, such as medical emergencies and unavoidable situations, director can be petitioned for an exception and it will be decided on case-by-case basis.
- If a student is more then 10 minutes tardy to school or misses more than 10 minutes of any one class, they will be considered absent for that day.
- A student who is away from school due to a school-sponsored project or field trip may participate.
- A student who leaves school due to illness may not return and participate in extracurricular activities.

160 BAIS Code of Conduct for Athletes:

As a member of BAIS athletics, I recognize that I have the following responsibilities:

- I am an official representative of Bandung Alliance International School.
- My actions in and out of school will build student respect and contribute to school spirit. This means that proper respect should be given to administrators, teachers, coaches, officials, teammates, opposing teams, and the overall student body.
- I make a commitment to my team and coach to do my best until the end of the season.
- I am aware that regular attendance at school is required.
- I am aware that regular attendance at practices and games is required. If I miss three practices without a valid reason approved by the coach, I am letting my team down and I may be asked to leave the team.
- I will do my best to keep myself in top physical condition.

170 Penalties for Non-compliance of Athletes: Conduct of an athlete that is contrary to the standards of the BAIS Code of Conduct for Athletes will not be ignored by the Athletic Department or Administration. Disciplinary action specific to the sport will be the responsibility of the coach. An athlete whose conduct is contrary to the spirit of the BAIS Code of Conduct for Athletes may be suspended from future participation in athletics at BAIS.

180 Athletic Uniforms Policy: Athletic uniforms issued by BAIS are the property of the school. They must be returned in the best possible condition at the end of the season. Special care should be taken in keeping uniforms clean throughout each season. Any failure to take care of an athletic uniform will be the responsibility of the athlete. Students who do not return their uniforms within a week (five school days) after the end of the season will be assessed a Rp.100.000 per uniform late fee. Any uniforms that are not returned within a month (twenty school days) of the end of the season will be assessed the stated late fee of Rp. 100.000 per uniform plus a Rp.500.000 per uniform replacement fee.

190 Home School Student Participation in BAIS Athletics: Home school students are welcome to participate in the BAIS Athletics Program. If a secondary home school student (grades 6-12) wishes to participate in athletics, he/she must be enrolled in a minimum of one course at BAIS. Exceptions may be made on a case-by-case basis by the Administration and Athletic Director. If an exception is made, the fee and other elements of this policy below will still be enforced.

For elementary students, a fee of \$50 USD (or rupiah equivalent) must be paid in advance to the BAIS business office for a home school student to be able to participate in athletics. This fee will apply to the entire school year to offset any costs associated with the home school student participating in the BAIS Athletics Program. Any additional costs associated with pool/field rentals, uniforms, or tournament fees may be required as well. If home school students have met the above requirements, they will be considered to have equal standing when considering team participation and potential cuts. The one exception involves IISSAC sponsored tournaments. Per IISSAC regulations, a student must be considered “half time” (enrolled at least four periods a day at BAIS) in order to participate in IISSAC tournaments.

200 IISSAC Tournament Fees for BAIS Athletes: On a regular basis BAIS athletics teams will have the opportunity for competing in IISSAC tournaments (for information regarding IISSAC, please see Section 210). BAIS will take financial responsibility for all approved players for these tournaments up to 1 million rupiah (juta) per player per season for a minimum of one sport a year. The other sports will be considered based on the athletic budget. Any tournament costs above this amount will be the responsibility of the individual player and his/her family.

210 IISSAC (Indonesian International Small School Activity Conference) Information: BAIS has the privilege to be a part of this conference with other international schools.

The basic information regarding IISSAC is as follows:

- **Mission & Vision:** To promote interaction between international schools in Indonesia through friendly competition and other character building activities. **All member schools must compete with both girls and boys teams in all events.**
- **Membership:** This is open to all international schools in Indonesia that have a K-12 enrollment of less than 350 students. Membership is limited to eight schools. The current IISSAC members include: Bandung Alliance International School, Bali International School, Mountainview International School (Salatiga), Surabaya International School, Wesley International School (Malang), Bandung International School, North Jakarta International School, ASTB (Jakarta).
- **Team Numbers & Eligibility:** The number of students is limited by event: basketball – 12 per team, soccer – 12 per team, and swimming – 2 entry per event. Students must be considered “half time” by their school.
- IISSAC Events:

October 24-25, 2009	IISSAC Soccer & Battle of the Books – Surabaya
February 27-28, 2010	IISSAC Basketball & Debate – Salatiga
April 17-18, 2010	IISSAC Swim & Cross Country Running – Jakarta

2009-2010 BAIS Athletics/Activities Calendar**First Season:** August 24 to November 6

Boys Varsity Soccer (August 24- October 25) (8 weeks)

Girls Varsity Soccer (August 24- October 25) (8 weeks)

Battle of the Books (August 24- October 25) (8 weeks) (facilitator/supervisor needed)

5th/6th Grade Boys Basketball (facilitator/supervisor needed)

Co-ed basketball grades 2-4 (facilitator/supervisor needed)

Elementary & Secondary Badminton (facilitator/supervisor needed)

Second Season: November 9 to February 28

Boys Varsity Basketball (11 weeks)

Boys Junior Varsity Basketball (11 weeks)

Girls Varsity Basketball (11 weeks)

Girls Junior Varsity Basketball (11 weeks)

Middle school Boys Soccer (facilitator/supervisor needed)

Upper Elementary Soccer (facilitator/supervisor needed)

Lower Elementary Soccer (facilitator/supervisor needed)

Third Season: March 8 to May 28 (11 weeks)

Secondary Volleyball

Swimming (February 15-April 18) (8weeks) (Basketball players have permission to join by March 8th, but they may need to complete a tryouts before March 8th.)



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Advisors and Coaches Guidelines/Responsibilities for BAIS Extracurricular Activities

1. Conduct programs within BAIS rules, regulations, and guidelines in a Christ-like manner.
2. Assist the Athletic Director or Administration in organizing the complete Athletic/Extracurricular Program. The athletic department will take the main responsibility for contact and schedule games with other teams.
3. Report equipment needs and use to the Athletic Director for practices, games and performances. Oversee the collection of equipment used as well.
4. See that the activity area is safe and in proper condition. Report any questionable situations immediately to the Athletic Director or school Administration.
5. Organize daily practice and game/performance procedures and expectations based on the season schedule provided by the Athletic Director.
6. Maintain a satisfactory competitive performance, always seeking to do the best job possible.
7. Know and understand any rules applicable to the sport or program.
8. Attend coaches meetings when scheduled to discuss planning and organization of athletic events specific to the current season and the Athletics Program as a whole.
9. Act as a role model for students.
10. Keep records and file necessary reports.
11. Make regular evaluation and improvement of the program.
12. Work with peers to create a successful program.
13. Distribute and collect after-school participation forms and Codes of Conduct when applicable.
14. For athletics, hand in score sheets and/or results, and any special recognition statement to the Athletic Director or Administration immediately following a game.
15. In cooperation with the Athletic Director and Administration, ensure that adequate notice (minimum of one week or more if possible) is given to teachers, parents, and students in the event that classes must be missed.

A copy of this form must be signed by all advisors or coaches at the beginning of each season or school year, is applicable. It should be signed and returned to the Athletic Director for coaches and to the BAIS Director for all other extracurricular activities.

I have read, understood, and agree to comply with the terms and conditions outlined in this document.

Advisor/Coach's Name (please print)

Signature

Date

Office Use Only:

Received by the Athletic Director or BAIS Director on: _____



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COACHING PREFERENCE/RESUME

Name: _____

Contact Number: _____

Email Address: _____

Please circle your preferences:

Varsity	Boys	Head Coach
Junior Varsity	Girls	Assistant Coach
Elementary		

Please circle your sport preference:

JV and Varsity: Soccer Basketball Volleyball Swimming Badminton Cross-Country

Elementary: Soccer Basketball Swimming Badminton

Previous Experience/Qualifications:

Through my sports involvement, I will endeavor to:

- Actively support the school's athletic policies and procedures.
- Work in close communication with the Athletic Director and school's Administration
- Seek to abide by and model the "Athletic Code of Conduct" to the Bandung Alliance International School and local community

(Name/Signature)

(Date)

Thank you for offering to participate. Your expression of interest is much appreciated!



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COACH'S CHECKLIST

A practical guide/checklist to ensure the upcoming season is an organized and successful one.

- _____ Refresh knowledge of the athletics philosophy, policies, and the "Advisors and Coaches Guidelines/Responsibilities for BAIS Extracurricular Activities" in the Bandung Alliance International School athletic/ activities handbook.
- _____ Publicly promote and encourage all eligible students to try out for the team. From this group, the best team will then be selected.
- _____ Facilitate the signing of "BAIS Athletics Philosophy & Compliance Form" and the "BAIS Athletics Participation Form" for each team member. Have them take it home for himself and his parents to read and sign.
- _____ Verbally discuss the "BAIS Athletics Philosophy & Compliance Form" form with the team and ensure you receive a sign copy from each student. (The Athletic Director will keep these on file to use if discipline issues arise.)
- _____ All team members are issued with a uniform and the uniform details should be recorded on the "Player Information" sheets.
- _____ The "Overall Team Information Sheet" should be completed and given to the Athletic Director as soon as possible. (Discuss any particular team concerns/needs with the Athletic Director.)
- _____ "Team/Players Information Sheet" should be completed and a copy given to the Athletic Director. Please keep a copy for your own reference throughout the season.
- _____ Schedule practice days, times and venues with the Athletic Director in consultation with other coaches.
- _____ Manage the sports equipment during practice sessions and games. (After each session, please count the balls you used and ensure that all are returned to the athletics storage area.
- _____ Bulletin announcements to students regarding games, game results, and changes to the practice schedule.
- _____ Communicate to parents weekly through the "BAIS Buzz" regarding games times, venues and results.
- _____ Work with the Athletic Director to reserve school vehicles for off-campus practices and games.
- _____ Attend required athletics meetings called by the Athletic Director and/or school's Administration.
- _____ Use the "Team/Season Results Sheet" to record the results during the season. A copy should be given the Athletic Director at the end of the season for the yearbook.
- _____ At the end of the season collect the uniforms back from the students and check them off on the "Team/Players Information Sheets" (Please inform the Athletic Director when all uniforms have been returned.)
- _____ Choose individual team award recipients for the annual sports banquet.
- _____ Plan a simple (low-key) post season opportunity for reviewing the season and recognizing players' contributions and achievements.

Thank you for all you do in coaching at Bandung Alliance International School. May your season be a fruitful one and may God bless you!



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OVERALL TEAM INFORMATION SHEET

Sport: _____

Year: _____

Age group: _____

Season: 1 2 3 (circle)

Head Coach: _____

Phone Number: _____

Email: _____

Assistant Coach (es):

Phone Number: _____

Email: _____

Phone Number: _____

Email: _____

Practice Details

Weekly Practice Days: _____

Venue: _____

Practice Time: _____

Venue: _____

Practice Time: _____

Venue: _____

Practice Time: _____

Venue: _____

Practice Time: _____

Sports equipment required for practices:

Game Details

Preference for games – days/times:

(Form continues onto a second page)

Contact for game possibilities or schools the team has played in previous years:

Name	School/Club Name	Contact Information

Contacts for reliable game referees (that you may know of or used last year):

Name	School/Club Name	Contact Information

* Please return to the Athletic Director.



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TEAM/PLAYERS INFORMATION SHEET

Sport: _____

Age Group: _____

Coach: _____

Season: 1 2 3 (circle)

Assistant Coach: _____

School Year: _____

Players/Student Information

	Name	Grade	Age	D.O.B.	Physical	Code	Uniform	Details
1								
2								
3								
4								
5								
6								
7								
8								
9								
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11								
12								

Form continues onto a second page

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Coach's comments on the season in general:

Suggestions/Improvements for future seasons:

Please give form to the Athletic Director at the end of the season.



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BUDGET/EXPENSES RECORD

Sports Team: _____ Date: _____

Coach: _____ Location: _____

TOTAL BUDGET ALLOWANCE

ITEM	ALLOWANCE	ACTUAL	RECEIPT (Yes/No)
Transportation			
Tolls			
Accommodations			
Entry Fee			
Meals			
Emergency Money			
Total Budget Allowance			
Amount Used			
Total Tourney Cost			

Coach Instructions

- Please record spending on the sheet provided
- Record and attach receipts for expenses or place in the envelope provided.
- Return any excess monies and BUDGET/EXPENSE RECORD sheet to the Athletic Director upon your return. Thank you for volunteering to take the team away!

Host contact: _____ **Contact #:** _____

 Coach Signature

 Athletic Director's Signature



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ATHLETICS TRIP PERMISSION FORM

Dear Parents,

This letter serves to inform you that our school has been invited to participate in a tournament. We would like to invite your child to participate in this event as a representative of Bandung Alliance International School.

Sport: _____ Coaches: _____

Date: _____ Location: _____

Transportation: _____ Contact #: _____

Departure: Date/Time: _____ Return: Date/Time: _____

Accommodations: _____ Contact #: _____

Additional Supervisors/Chaperones:

Travel and tournament expenses will be covered by Bandung Alliance International School up to 1 million rupiah (juta) per player. The estimated amount above one juta will be _____. You will also need to supply your child with some spending money for food or drinks while traveling. The team would welcome any donation/gifts, which could be spent on or given to, the team for rewards (e.g. drinks food/treats). If you would like to give a donation, please put it in an envelope, designate the sport and hand it to either the Coach orin the office. No doubt the team would welcome any extra blessings we can give them!

Please sign the permission slip below and ask your child to return it to:

Coach _____ by _____

Please inform the coaching staff of any special medical needs that we should be aware of in the space below

Sincerely,

Athletic Director

PERMISSION SLIP

I hereby give permission for my child to travel under the supervision of his/her coach to this tournament.

Sport: _____ Dates Traveled: _____ Location: _____

(Parent Signature) Contact #: _____ (Date Signed)



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Sample Athletics Trip Letter

Date, year

Dear Parents/Guardians:

This letter is designed to provide you with some additional information regarding the (Trip plan/event) on..... (date)..... We are leaving Bandung Alliance International School at.....(day,date, time)and returning.....(day,date,time).

We are traveling by(means of transportation).....
Driver :(driver name) HP:
Emergency? HP:

We will notify any embassies concerned (US, Canadian, etc) with trip details. Each and every player and coach/adult involved with the trip will be registered. They will know our contact numbers and our whereabouts during our time in(the destination).....

We are constantly monitoring the political situation here in Indonesia, and how it may affect the trip. The situation at this point looks stable so we will continue as planned unless we hear otherwise.

Each coach will be carrying with them a handphone so that you can contact them anytime during the trip. The coaches and their HP numbers are as follows:

.....coach name..... HP number
.....coach name..... HP number
.....coach name..... HP number

We plan on contacting you via phone tree with updates and in the case of an emergency we will take your alternate contact numbers with us as well.

Feel free to contact us with any questions, concerns or additional safety items that you would like us to be aware of. Your athlete's safety and family's peace of mind is our primary concern. Of course we want our students to enjoy the the trip as much as possible too!

Sincerely,

Athletic Director
School:
Home:
HP:

Principal



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Athletics Trip Checklist

Administrative

Date: _____

1. _____ Tourney Location: _____

2. _____ Bus Info _____ Driver Name _____

- Phone number _____
- Scheduled stops _____

3. _____ School/Tourney Contacts: _____

- Phone _____
- Email _____

4. _____ Coaches/Adults: _____ Email & HP Numbers _____

- _____
- _____
- _____
- _____

5. _____ Bandung Alliance International School Emergency contacts

10. _____ Itinerary _____

Technical

1. _____ Equipment

- # of Balls _____
- # of Uniforms _____
- # of Safety Kits _____
- Travel Medicine (List all) _____



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BAIS Athletics Philosophy & Compliance Form (Student Copy)

BAIS Athletics Philosophy

The philosophy of the Athletics Program at Bandung Alliance International School is first and foremost subordinate to the philosophy and purpose of the school as outlined in the BAIS Faculty & Staff Manual and the BAIS Parent & Student Handbook. The following directives are to be seen as the practical application of the school's philosophy and statement of purpose and focus on developing the physical component of our expected student outcomes. The first directive is for the program to offer a medium for competition. In doing so, it is the goal of the Athletic Director to ensure that each athlete is encouraged to develop a healthy, competitive attitude. Second, the Athletics Program should strive to develop the athlete's skills and character by coaching the fundamentals and instilling within each athlete a sense of sportsmanship. Third, each athlete should be taught to exhibit a Christ-like attitude and respect for both teammates and authorities at all times. Fourth, the Athletic Program should cultivate overall school spirit and pride by encouraging personal a community support of other teams and extra-curricular functions. Finally, the Athletic Program must seek to teach athletes effective time management. An athlete's grades should not suffer as a result of participation in extracurricular activities. Interscholastic athletics at BAIS are an integral part of the total educational program. Participation in athletics at BAIS is a privilege, not a right. It is a privilege which carries with it the responsibility to use God-given abilities in a manner which favorably reflects on himself, his family, BAIS and Indonesia.

Athletic Vision Statement: The goal of the BAIS Athletic Program is to provide the students with a medium for competition and within that framework develop an athlete's skills, character, competitive attitude and serve to cultivate overall school spirit in a Christ-like manner.

Definition of BAIS Sports team

BAIS has two classifications of teams:

- Varsity Sport- Consist of primarily secondary students that participate 4 day for a minimum of eight weeks. The team objective is to fulfill the Athletic Vision Statement, which will include competition. Varsity Sports are primarily funded through the athletic budget and participants are invited to attend the annual athletic dinner at the end of year. (Swim team will always be included in this grouping as long as we they attend the IISSAC tournament, although the team's season may be shorter than eight weeks due to limited time for the season and they may have elementary students on the team.)
- Club Sports- Exist to give students not involved in a Varsity Sport opportunity to play sport and develop skills. The participating students will primarily be middle school and elementary students. The club will meet less than 4 days week. The objective is participation and will not necessarily be competition driven. They need to be self funded for facilities, awards, etc.
- IISSAC Sports- (International Indonesia Small Schools Activities Conference) IISSAC is a activities conference of Schools in Indonesia that BAIS participates in three tournaments a year. The main sports are soccer, basketball and swimming. IISSAC also currently holds activities in Battle of the Book, Debate, and Cross-country.

Core Values of the BAIS Athletics Program:

- Respect – Each athlete will be expected to exhibit respect for his or her teammates and authority at all times.

- Fundamentals – Each coach will commit to developing the athlete’s skills and character by coaching the fundamentals and instilling within each athlete a sense of sportsmanship.
- Time Management – Each athlete will learn the importance of effective time management. An athlete’s grades should not suffer as a result of participation in extracurricular activities and athletes will be required to balance and honor their commitments.
- Community – The Athletic Program should cultivate overall school spirit and pride by encouraging personal and community support of teams and extracurricular functions.

Eligibility Requirements for BAIS Athletes:

- Written parental permission must be on file with the Athletic Director before trying out for a team.
- A completed sports physical administered by a doctor (good for one school year) on file with the Athletic Director before trying out for a team.
- A student, while participating in athletics, must sign a BAIS Athletics Code of Conduct and also meet the following standards:
 - The athlete must be in good standing with the BAIS student body.
 - Maintain a good cooperative attitude in the classroom.
 - Maintain good academic performance. The following standard will apply. Students interested in any extracurricular activities must be academically eligible. Eligibility is based on a GPA of 2.0 or higher with no F’s for the preceding quarter or semester (first quarter, first semester w/ final grades, third quarter, second semester w/ final grades). First quarter eligibility is determined by the previous semester’s grade.
 - Students will not be allowed to tryout, practice, or play while they are academically ineligible.

Attendance Requirements for Extracurricular Activities:

- In order to practice or participate in an activity a student must be in attendance the whole day on the day of activity or practice. Activities that happen on a non-school day or activities that require travel on a school day will require a full day of attendance the day prior to the activity. In extenuating circumstance, such as medical emergencies and unavoidable situations, director can be petitioned for an exception and it will be decided on case-by-case basis.
- A student who is away from school due to a school-sponsored project or field trip may participate.
- A student who leaves school due to illness may not return and participate in extracurricular activities.

BAIS Code of Conduct for Athletes:

As a member of BAIS athletics, I recognize that I have the following responsibilities:

- I am an official representative of Bandung Alliance International School.
- My actions in and out of school will build student respect and contribute to school spirit. This means that proper respect should be given to administrators, teachers, coaches, officials, teammates, opposing teams, and the overall student body.
- I make a commitment to my team and coach to do my best until the end of the season.
- I am aware that regular attendance at school is required.
- I am aware that regular attendance at practices and games is required. If I miss three practices without a valid reason approved by the coach, I am letting my team down and I may be asked to leave the team.
- I will do my best to keep myself in top physical condition.

Penalties for Non-compliance of Athletes: Conduct of an athlete that is contrary to the standards of the BAIS Code of Conduct for Athletes will not be ignored by the Athletic Department or Administration. Disciplinary action specific to the sport will be the responsibility of the coach.

An athlete whose conduct is contrary to the spirit of the BAIS Code of Conduct for Athletes may be suspended from future participation in athletics at BAIS.

Athletic Uniforms Policy: Athletic uniforms issued by BAIS are the property of the school. They must be returned in the best possible condition at the end of the season. Special care should be taken in keeping uniforms clean throughout each season. Any failure to take care of an athletic uniform will be the responsibility of the athlete. Students who do not return their uniforms within a week (five school days) after the end of the season will be assessed a Rp.100.000 per uniform late fee. Any uniforms that are not returned within a month (twenty school days) of the end of the season will be assessed the stated late fee of Rp. 100.000 per uniform plus a Rp.500.000 per uniform replacement fee.

IISSAC Tournament Fees for BAIS Athletes: On a regular basis BAIS athletics teams will have the opportunity for competing in IISSAC tournaments (for information regarding IISSAC, please see Section 200). BAIS will take financial responsibility for all approved players for these tournaments up to 1 million rupiah (juta) per player per season for a minimum of one sport a year. The other sports will be considered based on the athletic budget. Any tournament costs above this amount will be the responsibility of the individual player and his/her family.

IISSAC Events:

October 24-25, 2009 IISSAC Soccer & Battle of the Books – Surabaya
February 27-28, 2010 IISSAC Basketball & Debate – Salatiga
April 17-18, 2010 IISSAC Swim & Cross Country Running – Jakarta

2009-2010 BAIS Athletics/Activities Calendar

First Season: August 24 to November 6

Boys Varsity Soccer (August 24- October 25) (8 weeks)
Girls Varsity Soccer (August 24- October 25) (8 weeks)
Battle of the Books (August 24- October 25) (8 weeks) (facilitator/supervisor needed)
5th/6th Grade Boys Basketball (facilitator/supervisor needed)
Co-ed basketball grades 2-4 (facilitator/supervisor needed)
Elementary & Secondary Badminton (facilitator/supervisor needed)

Second Season: November 9 to February 28

Boys Varsity Basketball (11 weeks)
Boys Junior Varsity Basketball (11 weeks)
Girls Varsity Basketball (11 weeks)
Girls Junior Varsity Basketball (11 weeks)
Middle school Boys Soccer (facilitator/supervisor needed)
Upper Elementary Soccer (facilitator/supervisor needed)
Lower Elementary Soccer (facilitator/supervisor needed)

Third Season: March 8 to May 28 (11 weeks)

Secondary Volleyball
Swimming (February 15-April 18) (8weeks) (Basketball players have permission to join by March 8th, but they may need to complete a tryouts before March 8th.)

(Please keep the above information)

Agreement and Statement of Compliance

This form must be signed and returned to the Athletic Director by the athlete for each sports season. It must also be accompanied with the BAIS Athletics Participation Form.

I have read, understood, and agree to comply with the terms and conditions outlined in this document.

Student's Name (please print)

Student's Signature

Date

Office Use Only:

Received by the Athletic Director on: _____



Bandung Alliance International School

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Network of International
Christian Schools

BAIS Athletics Participation Form

(Student Copy)

This form must be completed by the athlete's parent(s) for each sports season. It must also be accompanied by the BAIS Athletics Philosophy and Compliance Form.

Athlete Information

Athlete Name: _____ Grade: _____

Sex: Male: ___ Female: ___ Date of Birth: _____
Month/Day/Year

Parent Names: (Father): _____

(Mother): _____

Contact Information

Home Address: _____

Home Phone Number: _____ Office Phone Number: _____

Cell Phone Number: _____

Medical Information

Name of Family Doctor: _____

Address: _____

Phone Number(s): _____

Please inform the Athletic Department in the space below of any medical conditions that your child has:

Permission Statement

I give my child, _____ (child's name), permission to participate in the sport of _____ during the season starting on _____ and ending on _____.

I also understand that there are inherent risks to my child participating in athletics and I do/will not hold Bandung Alliance International School responsible for any injuries that might occur during the season.

Acknowledged by,

Parent's Signature

Date



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P.E. Waiver Form

For student athletes, we will allow a semester of P.E. to be waived so they may pursue another elective class. The rationale is our student athletes are already putting in a lot of time, exercise and energy into a sports team and they are able to waive one of the two semesters of required P.E. (they must take one semester with the P.E. teacher during their high school career).

To waive a semester of P.E. the student must:

- Start and complete a high school varsity IISSAC sport and have the coach sign off on the form
- Each successful “season” will count as a ¼ of P.E. waived (maximum of two waivers allowed)
- Students will need to have two (2) P.E. waivers to get the semester P.E. waived.
- This is applicable to BAIS high school students only (no transfer or middle school waivers).

Please fill out the following:

Name: _____

Grade: _____

IISSAC Sport: _____

Year: _____

Please get the following signatures:

Student: _____

Parent: _____

COACH: _____

Please turn in the completed for to the Guidance Counselor

Counselor _____

Date: _____



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BAIS Athletics Department Awards

Each year Bandung Alliance International School will host a sports banquet to honor both individual and team achievements of all sports throughout the school year.

Team Awards (as chosen by the team's coaches):

MVP – This award is given to the team's Most Valuable Player. The recipient of this award is key role player for the team and is often the player that provides leadership for the team on the field/court. They are also a significant factor in the team's success.

MIP – This award is given to the team's Most Improved Player, who exhibits a strong work ethic, team attitude and has improved significantly throughout the year.

Ironman/Ironwoman – This award is given to the player that consistently displays a competitive spirit that drives them to never quit. The recipient of this award exhibits a defense first mentality and inspires others around them through their hard work on the field/court.

Individual Awards (as chosen by Athletics Department and School Administration)

Male & Female Varsity Recognition – This award is given to an athlete who has competed in a minimum of seven varsity seasons over the course of his/her athletic career at BAIS.

Male & Female Academic Athlete of the Year – This award is given to an athlete who has demonstrated excellence in both sport and academics. All eligible candidates must have played a key role on their team and also maintained a cumulative yearly GPA of 3.5 or higher.

Male & Female Athlete of the Year – This is the highest award given by the BAIS athletic program. This athlete must be a clear leader on his/her team. This is the player that is able to rise to the challenge and plays best under pressure. This player exhibits excellent athletic ability and treats players and coaches with respect.



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