



# Athletic Handbook

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Dear Students and Parents,

This handbook is intended to provide you with the guidelines that will govern the student responsibilities as members of the various Mont'Kiara International School (M'KIS) athletic teams. It is important that you read this handbook over and become familiar with its contents.

Being chosen for an athletic team is only the beginning. You now have the responsibility to yourself and the rest of your team members to train and participate to your full ability, demonstrate good sportsmanship at all times, and keep your academic and athletic responsibilities in perspective. Remember, being on a team is a privilege.

Have a great season.

Jeff Minasian  
Athletic Director

## **M'KIS MISSION STATEMENT**

**The Mont' Kiara International School community is committed to enhancing the creative, social, emotional, and academic talents of the individual child by providing a world-class education within a compassionate environment. As lifelong learners, our students will acquire the skills and attitudes necessary to be caring, independent, productive, and responsible citizens ready to meet the challenges of a rapidly changing world.**

### **M'KIS Expected School-Wide Learning Results (ESLRs)**

#### **We Believe that...**

- Learning is a life-long process.
- Lifelong learners recognize the benefits derived from the skills, information and knowledge they acquire.
- Learning best occurs in context and when connected to previous experiences.
- Individuals are responsible and accountable for their choices and actions.
- Individual and cultural diversity enriches life.
- Appreciation of diversity of ideas, culture, gender and age contributes to a strong society.
- Honesty, integrity and mutual respect are essential character traits.
- Open, honest and respectful communication is essential to mutual understanding.

#### **M'KIS students will be:**

##### ***Critical thinkers who...***

- Identify, evaluate and use resources effectively for the purpose of problem solving.
- Build meaning and understanding for themselves using prior knowledge and new information.
- Apply problem-solving skills to facilitate learning.
- Gather, analyze and process information from a variety of sources.

- Solve problems using a variety of strategies.
- Select, monitor and adjust proving-solving strategies.

***Academic Achievers who...***

- Demonstrate progress in all curricular areas.
- Continually assess, evaluate and adjust work to maintain high standards.
- Demonstrate the ability to work both independently and collaboratively.
- Access information from a variety of sources.
- Demonstrate technological literacy and the use of technology as a tool for the efficient and creative completion of a project.

***Involved Citizens who...***

- Seek to improve the lives of others in their community.
- Demonstrate care and concern for their environment.
- Demonstrate responsibility in active decision-making.
- Interact respectfully with people of diverse cultures.
- Demonstrate awareness and respect for the rights of others.

***Effective Communicators who...***

- Demonstrate their creative talents to convey ideas.
- Incorporate/utilize technology as a tool for communication.
- Listen respectfully and ask questions to facilitate understanding and achieve insight.
- Demonstrate the skills of effective collaboration.
- Collaborate with others in appropriate learning situations to achieve group goals.
- Understand and convey written, oral and visual information using appropriate media.
- Demonstrate awareness of the role of audience.

***Self-Directed Learners who...***

- Accept responsibility for their own learning.
- Identify their needs and apply appropriate learning strategies.
- Participate in a wide variety of co-curricular programs and activities that develop social, emotional and physical talents.
- Take creative risks in developing untried ideas.
- Demonstrate competency in goal setting, time management and organizational skills.
- Monitor, adjust and document work in progress.
- Develop, prioritize and continually revise personal goals.
- Apply practices that promote and support the safety and health of self and others.

## M'KIS PHILOSOPHY OF ATHLETICS

Our prime concern is the personal development of each student. Winning is nice, but it is the process of learning and growing within the student which is of utmost importance in our athletic program. A won-loss record is far less important than the growth of individual skill and the emotional and social development of each of our athletes. With this concern as the focus of our program, we shall endeavor to:

1. Be continuously aware of the safety and welfare of our students.
2. Provide the highest levels of professional instruction and supervision available to us.
3. Provide opportunities for individual growth and development.
4. Aspire to achieve and maintain high levels of athletic performance within a moral and ethical framework.
5. Strive to make each student's athletic experience a positive, healthful, and enjoyable part of his/her school years.
6. Be recognized as an extension of the school's total educational experience.

## ATHLETIC PARTICIPATION REQUIREMENTS

No student will be allowed to participate in any practice or game of any sport without first meeting the following requirements (one week grace period for first season sports):-

- a. Physical Examinations – a student shall be eligible to represent M'KIS in any athletic practice or competition when there is a physical examination on file with the school nurse that is dated within the last 24 months.
  - b. Signed Parent Permission Form on file.
  - c. Signed Medical Authorization/Emergency Information Card.
- (Items b and c above should be submitted to the coach).

## STUDENT RESPONSIBILITIES

The regulations and guidelines listed below will be applied to all students who participate in athletics.

1. **Prohibited Items:** The use or possession of drugs, alcohol, or tobacco (including smokeless) will not be permitted. If a participant is found to have used, and or possessed any of the above during an athletic season, on the school premises, or while traveling with the team, the following consequences shall be administered:-
  - a. Automatic dismissal from the team.
  - b. Application of School Handbook consequences.
  - c. No further trips for one year, including the same sport for the following year.
2. **Attendance:** Attending team practices and games is a commitment for all team members. If you are unable to attend practice or are unavailable for a game, you must communicate with the

coach as far in advance as possible. Doctor and other appointments should, if at all possible, be made on other days. A student arriving late for school must begin attending classes no later than 11:30 am, in order to participate in a practice or game that day. The coach and/or AD will review extenuating circumstances. If a student is absent on Friday, then that student may not participate in that weekend's athletic contests. Again, the coach and/or AD will review extenuating circumstances. Participants are not allowed to miss practices except for the following reasons:-

- a. Legitimate medical excuse.
  - b. Unavoidable clashes with an academic subject (i.e. make-up tests)
  - c. Involved in field trip.
  - d. Other reasons to be judged at the coach's discretion.
3. **Uniforms:** Students are to be in full uniform when participating in competitions. Students will be issued a uniform when joining teams. Students must supply items of a personal nature that are part of the uniform (includes socks). Please wash uniforms separately in cold water and do not dry in a dryer or iron them. All equipment and uniforms loaned to students must be cleaned and returned to the coach in the week following the last game. The cost for replacing a stolen, lost, or damaged uniform will be the student's responsibility. This cost may be up to twice the amount of a new uniform considering a special order may need to be placed. Grades and/or transcripts may be withheld, sports awards withheld, and further participation in sports may be denied until uniforms are returned or reimbursement has been made.
4. **Eligibility:** All students must meet the following eligibility requirements to represent M'KIS in athletic events **including practices**:-
- a. Receive no failing grade on most recent report card.
  - b. Receive no more than two Ds on most recent report card.
  - c. Earn a minimum grade point average of 2.0 on most recent report card.
  - d. Not be involved in repeated disciplinary action for improper behavior (fighting, stealing, bullying, disobedience of school rules, defiance of school authorities, etc.).

The period of ineligibility (for a, b, and c above) will commence from the date of the release of the quarterly report, and will be in effect until the date of the release of the next quarterly report. If a student withdraws from a course, the grade earned up to that point will be counted. For item (d) above, the period of ineligibility will be decided by the principal and the AD. Students wishing to appeal an "ineligible" status must schedule a meeting with the principal to present the appeal. All appeals must be in writing.

5. **M'KIS Athletic Code of Conduct:**
- a. Be on time for every practice and event.
  - b. Listen every time the coach speaks.

- c. Show respect for the officials. Good sportsmanship implies the willingness to accept the decisions of the officials.
- d. Show respect for the opponent at all times.
- e. Recognize and appreciate the skill of a performance regardless of team affiliation.
- f. Maintain self-control at all times. Good sportsmanship is a responsibility for all who are involved in the game.
- g. Show a positive attitude in cheering, refraining from intimidation or negative cheering.
- h. Use of obscene, profane, or abusive language or gestures **will** result in your removal from the game.
- i. Win or lose, be a good sport after the game and shake hands with the other team.
- j. Remember at all times that you are representing M'KIS. As an M'KIS athlete, you have chosen to represent M'KIS. Be a positive role model for all M'KIS students. Be a "class act" at all times.

6. **Miscellaneous:**

- a. Students will be responsible for their own transportation for team practices and home games. Parents/drivers are expected to be on time.
- b. Any student who suffers a serious injury that results in missed practices or games, will not be eligible to resume participating until a doctor has cleared the student in writing.
- c. All tournament travel expenses out of Kuala Lumpur (including SEASAC) are incurred fully by the parents. MKIS will pay all tournament fees.
- d. All middle and high school students may try out for varsity volleyball, varsity and junior varsity touch (girls only), tennis, swimming, badminton, and softball. For soccer and basketball, which also have junior varsity boys teams, all students in grade 8 and above may try out for those teams. **To participate on a U13 soccer or basketball team, a student should be born on or after Aug. 1, 1998.**
- e. Communication avenues for parents are the LINK, online calendar, athletic bulletin board, and through the coaches. For students, it is the above plus the morning announcements, the campus TVs, and direct contact from the AD. The coaches should alert parents as early as possible if there are canceled practices, changed practice times, a game is running much later than expected, bus is returning later than expected, etc.
- f. If a game is at another venue, and a parent wishes to take his/her child home directly from there, the parent must sign the child out with the coach. If a parent is taking home a child of another parent, the coach must have written or direct verbal permission from that child's parent.

## **RULES AND GUIDELINES FOR SEASAC TOURNAMENTS** **(South East Asian Student Activities Conference)**

- Use of tobacco (including smokeless), drinking or possession of alcohol, use or possession of drugs, flagrant curfew violations, violent behavior and violations of "off limits areas" will not be permitted during any SEASAC event. Penalties for infractions are as follows:-
  - Suspension from further participation in the tournament.
  - The student will be sent home if feasible to do so.
  - The student will be excluded from all SEASAC events or exchanges at Mont' Kiara or at other SEASAC schools for one full year from date of infraction, including the same tournament/activity the following year.
  - Additionally, students will not be eligible for awards for that sport/activity.
- "Off-limit areas" include any establishments, which sell alcoholic beverages and any others designated by the host school.
- "Exploration" of the "local environment" will not be permitted without the knowledge and consent of the coaches. Students must also travel in a minimum of threes.
- Daily curfews for all SEASAC events will be determined by the host school and the MKIS coaches/chaperone.
- All tournament/convention participants (hosting or visiting) must return to the hotel before the stated curfew each night. However, should an event finish one hour later than the stated curfew, curfew will be extended one hour.
- Coaches will check each hotel room each night at the curfew hour to ensure all students have returned safely at the appropriate time. Once a student is in and has answered the curfew call, he/she may not leave the hotel room.

- All laws of the host country must be observed. Guidelines are to be provided by the host schools as required.
- Any problems arising during the tournament should be reported immediately to the host school for corrective measures.
- All participants are required to attend all events officially affiliated with the tournament, including special evening events.
- Students may participate in one SEASAC sport/activity per season.

### **GUIDELINES FOR DETERMINING FLAGRANT CURFEW VIOLATION AT A SEASAC EVENT**

- Evidence indicating lack of serious attempt to reach hotel room by stated curfew.
- The length of time the student was out beyond the curfew.
- Involvement in deceptive action, such as leaving hotel room after curfew.
- Violations involving being in off-limits areas.

### **SEASAC EXTRAS:**

- \* Students must complete all assignments missed while competing in a SEASAC event.
- \* M'KIS will provide a travel itinerary for each tournament/activity, and provide transportation to and from the airport (if applicable).
- \* Students who are selected to participate in a SEASAC event will be notified a minimum of two weeks prior to the event. Travel costs assumed by the student's parents for the event must be paid to the M'KIS cashier's office a minimum of five days before the departure date. Failure to meet this deadline may result in the student being unable to participate in the event.



# M'KIS MS/HS ATHLETICS PARENT PERMISSION FORM 2011-2012

Dear Parents,

The school has established a Code of Standards in the Athletic Handbook for students wishing to represent M'KIS in athletic competitions both here at school, in local games and in games away/outside of Malaysia. It is an expectation that our athletes will not indulge in habits or activities that could limit their ability to participate fully. We seek your support in upholding our standards. We appreciate your signature below to indicate that you have read, understood, and endorse these standards.

My child \_\_\_\_\_, has my permission to participate in the sport(s) of:  
(circle all that apply) for the 2011-2012 school year.

**all sports   soccer   volleyball   basketball   swimming   tennis   touch   badminton   softball**

I fully understand that my child is subject to the standards included in this Athletic Handbook. I also understand that I am ultimately responsible for the financial commitment for my child's airfare, visa and exit permit (when necessary), hotel (when necessary), meals, and medical insurance. If you will NOT allow your child to travel out of country to a SEASAC tournament, please check this box.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

Home Phone: \_\_\_\_\_ Mobile (Hand) Phone: \_\_\_\_\_

**To be completed by student:**

I have read and fully understand that failure to comply with any of the standards in the Athletic Handbook makes me subject to suspension or removal from the athletic program.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

Grade: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**For potential traveling SEASAC participants only, please complete the following:**

Nationality: \_\_\_\_\_ Passport Number: \_\_\_\_\_

Place of Issue: \_\_\_\_\_ Date of Expiry: \_\_\_\_\_

Please attach a photocopy of the information and photo pages of your passport to this form and return it to your coach.

# MKIS Sports 2011-12

## **First Season (Aug. to Nov.)**

- Varsity Girls Volleyball
- Varsity Boys Volleyball
- Varsity Girls Soccer
- Varsity Boys Soccer
- Junior Varsity Boys Soccer
- U13 Girls Soccer
- U13 Boys Soccer
- U11/U9 (grade 2-5) Swimming (girls and boys)
- U11/U9 (grade 3-5) Cross Country/Aquathon (girls and boys)
- U11 (grade 4-5) girls basketball
- U11 (grade 4-5) boys basketball

## **Second Season (Nov. to Feb)**

- Varsity Girls Touch
- Junior Varsity Girls Touch
- Varsity Girls Basketball
- Varsity Boys Basketball
- U13 Girls Basketball
- U13 Boys Basketball
- Junior Varsity Boys Basketball
- Varsity Girls Tennis
- Varsity Boys Tennis
- MS/HS Swimming (girls and boys)
- U11 Girls Soccer
- U11 Boys Soccer

## **Third Season (Jan. to March)**

- MS/HS Track & Field (girls and boys)
- U11 Track & Field (girls and boys)
- Varsity Girls Softball
- Varsity Boys Softball
- Varsity Girls Badminton
- Varsity Boys Badminton

## **Fourth Season (April to May)**

- MS Co-ed Touch
- U11 (grade 4-5) Girls Baseball
- U11 (grade 4-5) Boys Baseball

# **SEASAC CALENDAR**

## **2011-2012**

SOCCER – Nov. 4-6, boys at RIS, girls at NIST  
VOLLEYBALL – Nov. 4-6, at BPS  
BASKETBALL – Feb. 3-5, boys at NIST, girls at BPS  
TOUCH RUGBY (girls only) – Feb. 3-5, BISJ  
TENNIS – Feb. 3-5, UWC  
ARTS FESTIVAL – Feb. 10-12, RIS  
SWIMMING – March 2-3, UWC  
BADMINTON – March 23-25, SIS  
SOFTBALL – March 23-25, girls at ISY, boys at GIS

### **SEASAC Schools**

Mont Kiara International School  
Garden International School, KL, Malaysia  
Alice Smith School, KL, Malaysia  
United World College, Singapore  
Tanglin Trust School, Singapore  
Bankok Patana School, Thailand  
New International School, Thailand  
Ruamrudee International School, Thailand  
International School of Yangon, Myanmar  
British International School of Jakarta, Indonesia  
Surabaya International School, Indonesia  
Canadian International School, Hong Kong