



# COMMUNITY CHRISTIAN SCHOOL

## STUDENT-ATHLETE HANDBOOK 2024-2025

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## **INTRODUCTION**

The purpose of this handbook is to acquaint parents, student-athletes, coaches, and school officials with the athletic rules, regulations, and expectations of the Community Christian School of Willmar (CCS). The athletic competition allows the student-athlete to use his or her God-given gifts in a wholesome manner in concert with other Christian athletes under the direction of a Christian coach. Athletic competition also allows the team to demonstrate the level of development with an opponent, before peers, before the general public, and before the Lord (Colossians 3:23).

Athletic contests must be considered a team's opportunity to witness their faith, demonstrate their unity, exercise their self-control, and show their progress in the sport. The purpose of the contest must not be the glorification of the individual, the adoption of an attitude of winning at all costs, or the acceptance of the idea that an end justifies a means. Integrity, fairness, team play, love, and hard work are the positive attributes held before the students as goals of interscholastic athletic competition (Galatians 5:22-23).

CCS believes that a student's academic responsibilities are more important than any extracurricular activity, including athletics. Parents and students who elect to participate in and/or support athletics at CCS are voluntarily choosing self-discipline and self-denial. This concept is tempered by the rights of the individual within the objectives of the team. There is no place in high school athletics for students who will not discipline their minds and bodies for rigorous competition. Failure to comply with team rules, regulations, and expectations of CCS can mean dismissal. It is a privilege to be able to participate in interscholastic athletics, and as a result, there are greater expectations beyond those required of the student body in general.

The goal of CCS athletics is to glorify God in all that we do, with athletics serving as an arena for this experience.

## CONFERENCES

CCS is a member of the Minnesota Christian Athletic Conference (MCAC) which is the merger of the CAL league and MACS league and adheres to the rules and regulations prescribed by this governing body. CCS is also a member of the Camden conference within the Minnesota State High School League.

### **Minnesota Christian Athletic Conference (MCAC)**

General Information: <https://mcacathletics.org/>

### **Camden Conference**

General Information: <https://www.camdenconferencemn.org/>

### **Minnesota State High School League (MSHSL):** <https://www.mshsl.org/>

To support our league's mission, we ask all coaches, parents, and fans to remember to be positive role models for our student-athletes. While playing to win is an important goal, it never supersedes the need to, and the value of, maintaining your Christian character; prioritizing sportsmanship; treating all involved with dignity and respect; and maintaining a sense of fair play. In our desire to demonstrate Christian character, may we be an example of dignity, patience, and a positive spirit in how we play, coach, and cheer.

Please remember to respect the officials and refrain from questioning their decisions disrespectfully or abusively. Support the coaches and referees by trusting their judgment and integrity. Respect the players of all teams at all times. And we encourage everyone to applaud a good effort in victory and defeat.

Whatever part you are playing at this year's tournament; player, coach, referee, parent, or general spectator; may we all demonstrate positive sportsmanship as we promote the common mission of MCAC. Together, we can create a healthy environment where competition can thrive under our common goal to bring glory to God in all that we say and do.

## **ATHLETIC OFFERINGS**

### **Fall**

Volleyball (Grades 6-12)  
Conference: MCAC

Soccer (Grades 3-12)  
Conference: MCAC

Cross Country (Grades 6-12)  
Conference: Camden Conference (MSHSL)

### **Winter**

Basketball (Grades 3-12)  
Conference: MCAC

### **Spring**

Golf (Grades 6-12)  
Conference: Camden Conference (MSHSL)

Trap Shooting (Age 12 & up; Gun safety course required)  
Conference: Camden Conference (MSHSL)

Track & Field (Grades 6-12)  
Conference: Camden Conference (MSHSL)

## **ATHLETICS COMMUNICATION**

The following methods will be used for communication:

**rSchool** - [www.camdenconferencemn.org](http://www.camdenconferencemn.org)

All practices, games, and other athletic events will be entered into rSchool. Our goal is to maintain a 1-month lead on all events. In the event, we fall under a 1-month notice or if there is an emergency, we will use other methods to communicate.

**Team App** – [www.teamapp.com](http://www.teamapp.com) or download on the app store



This is an opportunity for players and coaches to chat with players and families. Schedules, schedule changes, photos, and more can help keep our CCS family Connected. Please search for our Eagle Logo and select the appropriate team. Each particular team will have an admin who will accept requests to be part of the app's communication as they come in. If there are questions to get set up, please ask a coach or the AD.

### **Email Communication**

The AD and individual coaches may use e-mail to communicate. We will confirm at the Parent/Player meeting the e-mails you would like us to use. If, at any time, you want to add or change an e-mail address, please notify the AD.

### **Eagle Eye**

Please read the weekly "Eagle Eye" on time. Part-time and homeschooled students should contact the CCS office to be added to the e-mail list for the Eagle Eye.

### **Coach/Parent Communication**

Coaches may designate a communication app that best suits the needs of the coaches, parents, athletes, and program. Please check with your coach as to the communication app utilized for his or her program.

## **ACADEMIC ELIGIBILITY REQUIREMENTS**

### **For Full-time CCS Students**

CCS is dedicated to the principle of academic excellence. While sports and other activities are an essential part of high school life, the main purpose of this institution is to provide a Christian learning environment that stresses academic excellence.

Students must be in good academic standing to be eligible to participate in CCS extracurricular activities. From an academic standpoint, a student is eligible to participate in extracurricular activities if s/he has:

- no F's; or
- no more than 1 D

During academic ineligibility, athletes will be expected to attend and watch practice with their team and travel with the team (but may not suit up for games), unless a note has been provided to the coach indicating that the student is with the teacher working on academics. To become eligible to participate in games and practices, the student must notify the AD of their progress. AD will then communicate with instructors about improvements by the student.

It is the responsibility of the coach with the assistance of the administration to notify all student-athletes of any failure notices that will affect eligibility. It is the responsibility of the student-athlete and their parents to work with the teachers to have passing grades.

## **ELIGIBILITY FOR HOMESCHOOL/PART-TIME STUDENTS**

Homeschool students are granted varsity athletic eligibility to participate with a member MCAC school if they meet the qualifications set forth by the member school and the eligibility guidelines prescribed by the league. All MCAC homeschool students must meet the following minimum qualifications:

1. The student is registered as a home school student with the district/state in which they live.
2. The student's official transcript is issued by the parent/guardian or by the MCAC member school AND the parent/guardian assigns grades.

**In addition, one or more of the following is true:**

- a) Taught at home by a parent or legal guardian.
- b) Taught at home or someone else's home, by a parent, a grandparent, an older sibling, or another homeschool parent, if it is done under the instruction of the parent.
- c) Taught at a central location for a particular subject by a homeschool parent.
- d) Participation in home school co-ops are permissible. A co-op is described as a group of homeschool parents gathering in a central location and each parent teaches a different subject to all the students.
- e) Home school students are not eligible to participate in any league activity if they are enrolled in any online school where they receive a grade or transcript (some examples include Connections Academy, Minnesota Virtual Academy, Venture Upward, Khan Academy, etc...).

Exception granted for PSEO:

Students taking PSEO courses are eligible to participate in any league activity if they are registered for PSEO through the member school or as a home school student. PSEO classes may be taken online.

Any questions dealing with academic eligibility for athletics should be directed to the Athletic Director.

## **REQUIRED PARTICIPATION RECORDS**

On File with the Athletic Director-

Physical Examination Form: A current physical of 7<sup>th</sup> and 12<sup>th</sup> graders or no more than 3 years old must be on file with the CCS nurse. This is mandatory for all athletes in grades 7-12. The physical record must be completed, signed by an authorized physician, and on file before participation in any sport.

Permission Forms/Parent Meeting Paperwork/Fees Please make every effort to attend. If the athlete and at least one parent are unable to attend, please contact the AD before the meeting to make arrangements to hand in paperwork and submit fees before the meeting. A late fee of \$25 will be added to the sports fee for athletes who do not have all paperwork and fees submitted before or at the meeting. We will also be FIRM that no athlete can attend the first practice after the meeting until all paperwork and fees are submitted. The only exception is if the player/parent meeting is held after practices start. At the meeting:

The athlete and at least one parent will sign that the "Community Christian Sports Handbook" was read and will be abided by.

Season	Full-time CCS Student	Part-time Student	Elementary (5th Grade and under)
Spring/Fall	\$180	\$225	\$80
Basketball	\$180	\$230	\$105

20 Volunteer Hours are required to help with ticket sales, concessions, score tables, and other volunteer slots. Volunteering helps support our teams by offsetting the cost of running a sports program! We can't do it without everyone's help!

Information about purchasing warm-ups and other apparel options will be made available.



## **ATTENDANCE REQUIREMENTS**

A student-athlete is to be in attendance at school for at least one half-day (blocks and periods) or with a class activity to participate in a practice, team activity, scrimmage, or game. Any exception must have the approval of the Athletic Director. Exceptions: Funeral, college visit, medical/dental appointment, school field trip, rare extenuating circumstances approved by the coach

Athletes who are suspended from school may not practice or compete during the period of suspension. The administration will notify the student, parent, and coach of such action.

The student-athlete is expected to attend all practices, meetings, and contests of the particular sport in which they are involved. Exceptions can be made in the case of illness, a disabling injury, or extenuating circumstances that were previously discussed with the coach.

The consequences for an unexcused absence may include a) coach/athlete conference; b) coach/athlete/parent conference; c) short-term suspension from practices and contests; d) long-term suspension from practices and contests; e) dismissal from the team.

Coaches have the right to enforce their own rules and penalties regarding lateness and missed practices. Please make every effort to be picked up promptly after every practice. Coaches have made a great sacrifice of their time to coach. Please be respectful of their time by being prompt. For habitual lateness, a fee will be discussed for continued late pick-ups.

All Student-Athletes are expected to comply with State and Conference Regulations.

### **For Games:**

- Please travel with the provided transportation to all games.
- At games, remember you are representing your school and your team!
- If you are not returning with the team from an away game, please provide a signed parent note or electronic communication to the coach before the game specifying with whom you will be returning.
- Coaches will make every effort to notify parents at least 30 minutes out from CCS when returning from away games.

## **DRUG-FREE POLICY**

Our students are encouraged to maintain a healthy diet, lifestyle, and exercise regimen to optimize performance. The use of illegal performance-enhancing substances such as anabolic steroids, diuretics, HGH, etc. is strictly prohibited.

Community Christian Sports athletes may not possess or use tobacco (including E-cigarettes - vaping- as it includes nicotine from tobacco and other harmful chemicals), alcohol, cannabis, cannabis products, or controlled substances. Athletes are expected to leave the premises when they find themselves in the presence of underage drinking or drug use.

For the first violation, the athlete will be suspended for 2 games. For the second violation, the

penalty doubles. For the third violation, the athlete may not return to a Community Christian Sports team for 1 calendar year.

Any athlete found to have been dishonest for avoiding athletic sanction will receive a double penalty had the student been honest initially.

The student will also be subject to the school discipline policy.

## **SOCIAL MEDIA POLICY**

### **THINK**

- T: Is it TRUE?
- H: Is it HELPFUL?
- I: Is it INSPIRING?
- N: Is it NECESSARY?
- K: Is it KIND?

Please use extreme caution and discretion with your social media use. At all times, you are representing your school and team. Always remember anything you post could potentially be seen by anyone.

Athletes may be subject to discipline, including athletic ineligibility, due to inappropriate social media use. This would include offensive or inappropriate posting, especially when violating any Community Christian Athletics or CCS school policy or procedure.

## **TRANSPORTATION POLICY**

Students who have written parental permission may be used to transport students to and from practices and games provided the distance does not exceed 30 miles one way and provided the passenger I students have written parental permission to travel with other students as drivers.

In all cases where private vehicles are used for student transportation, it is understood that the insurance of such vehicles becomes the primary carrier.

All athletes and participants must travel to and from athletic practices and contests in vehicles approved by the school unless the parents have made previous arrangements. Arrangements must be made by the parents through the head coach and approved by the Athletic Director. These requests should be made before the event and in writing.

## **TRAVEL PROCEDURES**

Student-athletes are to remain with their team and under the supervision of their coach when attending away contests. All regular school rules that apply are to be followed at all times by the athlete at away practices, games, and scrimmages including rules of conduct and dress code.

**Overnight Travel:** Overnight travel trips are sanctioned events sponsored by CCS. All school policies are in force on said trips and participants (athletes, coaches, and parents) will be

accountable to the policies, rules, and expectations of CCS.

**Basic Expectations Include:**

- Athletes should stay in a team room. An exception to this rule may be granted by the Head Coach when an athlete will be staying with his parents.
- Athletes staying with their parents will abide by all the same rules and regulations set forth by CCS and specific teams (curfew, team meetings, etc.).
- The coaching staff has the responsibility of room assignments and supervision of all team rooms. Athletes may not switch rooms for any reason without approval from the Head Coach.
- The Head Coach will communicate a set curfew each night. The coaching staff will enforce this time with hallway and room checks as necessary. Athletes who violate curfew rules will face disciplinary action consistent with their actions.
- No fraternization between genders will take place inside of a hotel room. Any visiting between genders will take place in the hallway outside of the hotel room or the hotel lobby with adult supervision.
- No congregation of large groups of players inside a single hotel room is allowed unless there is a team meeting held by a member of a coaching staff, or special circumstances approved by the Head Coach.
- Athletes may not leave the premises of the hotel unless they are accompanied by an adult. If an athlete is going to leave an event, the hotel, or any other team activity, they must get prior approval from the Head Coach. The coaching staff should know the whereabouts of each athlete at all times.
- The coaching staff should communicate these travel policies, team rules, and the CCS travel policy with all student-athletes and parents before departure for the trip.
- Any behavior that takes place on a trip that violates school policy must be communicated to the school administration immediately following the events.
- The coach/approved chaperone ratio will be discussed and agreed upon with the coaches and AD with gender-appropriate ratios.

**GYM / FIELD / EQUIPMENT REGULATIONS**

- Student-athletes are not allowed in the gym, on the playing fields, or in the weight room without the supervision of their coach or an appointed staff member.
- During the practice of any sport, only those students involved in that particular sport are to be present at that site.
- No food or drink is allowed in the gym or locker room at any time. No street shoes should be worn on the gym floor.
- All students are responsible for taking care of the gym and playing field, so they may be kept neat, clean, and orderly at all times.

CCS will furnish game uniforms and equipment needed for each particular sport. It is the responsibility of the athlete to furnish shoes, undergarments, towels, and personal items for the sport. The student-athlete is responsible for keeping the equipment clean and in good condition and will be charged for the replacement of all lost or damaged equipment. The student-athlete will not be allowed to participate in the next sport until all equipment is accounted for or paid for

set forth below.

Coaches will attempt to collect uniforms after the last game of the season. If this is not possible, an equipment and/or uniform turn-in time will be held shortly after the last game. The time and place will be posted on rSchool and/or the Teams app. If you are unable to attend, please plan to turn in equipment and/or uniforms before the scheduled start time. For equipment not turned in, a \$50 fee will be billed to your CCS account. For a uniform not turned in, a \$100 fee will be billed to your CCS account. Any fees not paid before the start of the next season will result in ineligibility.

## **LOCKER ROOM REGULATIONS**

It is the responsibility of the student-athlete to keep all valuables under lock at all times. Each student is discouraged from keeping large amounts of money or expensive items at school. Only coaches and assigned participants are allowed in the locker rooms. Rough play and activities that are harmful to participants in the locker room are not allowed. Athletes are responsible for keeping the locker room clean. The locker rooms will be locked as often as is feasible. If access to the locker room is needed a staff member must be summoned.

## **COLLEGE RECRUITMENT**

If a college recruiter contacts an athlete, they must inform their coach as soon as possible. The athlete should then work through the athletic department to ensure proper procedure is followed.

Coaches will help student-athletes attain scholarships where appropriate. Realizing that only 1% of all seniors nationally ever make a Division One team, it is important that the coach is honest and fair with their evaluations and that parents and athletes are realistic in their goals and expectations.

If a student-athlete wishes to practice and play in their freshman year at a NCAA Division I or II college, or an NAIA institution, they must satisfy the requirements of those organizations.

Following are websites where specific information may be found:  
[www.ncaa.org](http://www.ncaa.org), [www.playNAIA.org](http://www.playNAIA.org)

Please check with the athletic director for more specifics or to answer any questions regarding academic eligibility. If there are questions regarding recruitment guidelines please see the Athletic Director.

## **INJURY PROCEDURES**

Injuries that occur while participating in athletics should be reported to the coach or athletic trainer. If the injury requires medical attention, the school administration should be notified and a report filed.

If a student-athlete is injured outside of athletics at CCS, parents, and the athlete should assist coaches or trainers in understanding the extent of the injury.

If at any time an athlete is removed from participation because of an illness or injury, especially in a situation where a concussion is suspected, they must have a written release from a doctor before returning to participation.

The coach's first concern is for the safety and health of the student-athlete. If at any time a coach feels that a participant may bring further harm to themselves or others, that coach will remove the participant from the activity. Coaches will heed the advice given by doctors and may ask for further input from a doctor before allowing further participation.

If an athlete takes an extended time to heal, they are expected to attend practices, meetings, and games even though they cannot participate.

Any equipment or training room supply that is reusable should be returned to the trainer when the athlete is done with it.

## **LETTERING POLICY**

For an athlete to letter at CCS, they must have made a significant contribution to the varsity squad in that sport. In general, the athlete should have played in at least 1/2 the total number of quarters, periods, innings, or games. Individual sports may have developed a point system to determine letter winners.

In an outstanding case where an athlete has contributed greatly to the benefit of the team and has not met the specific requirements for a letter, they may be awarded a letter upon the recommendation of the coach and approval of the Athletic Director.

A student-athlete injured while participating in a sport who is not able to participate further may receive a letter by a recommendation of the coach and approval of the Athletic Director.

A student-athlete who has been a member of a team for four years without earning a letter may be awarded a letter by recommendation of their coach.

Managers, statisticians, trainers, videographers, etc. may earn a letter after the second year and each succeeding year that they serve in that position. In an outstanding case, a letter may be awarded after the first year.

### **Additionally, letters may be based on the following:**

Attendance, attitude, punctuality, sportsmanship, leadership, work ethic, and school academic requirements.

The Athletic Director may approve letter award requests when extenuating circumstances prevail.

## **HAZING**

CCS, MCAC, and MSHSL prohibit bullying, hazing, intimidation, or threats. Hazing includes, but is not limited to humiliation tactics, forced social isolation, verbal and emotional abuse, forced or excessive consumption of food or liquids, or any activity that requires a student to engage in illegal activity. Hazing is not permitted in any kind of CCS activity. It is everyone's responsibility

to immediately report any acts of hazing that they become aware of to a coach or administrator at CCS. Any hazing violation could result in school or team consequences that could include dismissal from the activity or further disciplinary consequences and/or referral to law enforcement.

## **POTENTIAL FOR INJURY**

By its very nature, competitive athletics may put a student in a situation in which serious, catastrophic, and even fatal accidents may occur. Many forms of athletic competition result in violent physical contact among players, the use of equipment that may result in accidents, strenuous physical exertion, and numerous other exposures to risk of injury. Students and parents must assess the risks involved in such participation and make their choice to participate despite those risks. No amount of instruction, precaution, or supervision will eliminate all risk of injury. Just as driving an automobile involves a choice of risk, athletic participation by high school students also may be inherently dangerous. The obligation of parents and students in making this choice to participate cannot be overstated.

By granting permission for your student to participate in an athletic competition, you the parent or guardian, acknowledge that such risks exist. By choosing to participate, you, the student, acknowledge that such risks exist. The student will be instructed in proper techniques to be used in athletic competition and the proper use of all equipment worn or used in athletic competition and practice. Students must adhere to that instruction and must try to refrain from improper uses and techniques. As previously stated, no amount of instruction, precaution, and supervision will eliminate all risks of serious, catastrophic, or even fatal injury. If any of the foregoing is not completely understood, please contact the Athletic Director or school administration for further information.

## **WHEN A CONCERN ARISES**

Our coaches have experience, and knowledge surrounding their particular sport. They use their experience and expertise to coach our Eagle athletes and are required to make judgment decisions based upon an evaluation of practice performance and what they believe to be in the best interest of all those in our program. Certain topics can and should be discussed with your student-athlete coach, such as suggesting ways to help your student-athlete improve their behavior, work ethic, and/or academic progress. Topics such as playing time, play calling, game strategy, and other student-athletes are generally not acceptable items for discussion and are left at the coach's discretion. To help our students advocate for themselves, we follow the guidelines given to us in Matthew 18. Have your student-athlete meet with his/her coach or AD to discuss an issue.

## **GRIEVANCE POLICY**

"If your brother sins, go and show him his fault in private; if he listens to you, you have won your brother. But if he does not listen to you, take one or two more with you, so that by the mouth of two or three witnesses every act may be confirmed. If he refuses to listen to them, tell it to the church, and if he refuses to listen even to the church, let him be to you as a Gentile and a tax collector." Matthew 18:15-17

As much as we would like to live in a world without disagreement and conflict, we all know that

there will be times when parents, teachers, and students disagree. It is essential during these times that we maintain the unity of the Body of Christ.

We at CCS have developed guidelines that are no more than the Matthew 18 Principle broken down into smaller pieces. We believe that when a disagreement arises at school, or elsewhere in the Body of Christ, unity will be maintained and even strengthened when everyone agrees to abide by these principles. We desire that when conflict arises, we will prove ourselves to be Disciples of Christ by how we resolve it.

### **Nine Biblical Steps of Communication and Conflict Resolution**

- Go directly to the person(s) involved. (Matthew 18:15, Galatians 6:1)
- Believe the best. Approach the brother or sister in love. (I Corinthians 13:4-7)
- Be quick to listen and slow to speak. (James 1:19-20)
- Help others practice these Biblical steps by not gossiping. Gossip leads to further division and strife, not a resolution and unity, which is the goal. (Leviticus 19:16, Proverbs 11:13, Proverbs 16:28, Proverbs 26:20, 2 Corinthians 12:20)
- Speak the truth in love. The goal is to bring a resolution to the problem while remaining in unity. (Ephesians 4:15-16, 2 Timothy 2:24-25, Proverbs 27:6, Proverbs 10:12)
- Do not delay. Do not let the sun go down on your anger. (Matthew 5:25, Ephesians 4:26-27)
- Be willing to forgive and ask forgiveness. (Ephesians 4:32, Matthew 18:21-35, Matthew 6:14-15, Luke 17:3-4)
- Follow lines of authority. If a solution is not reached at one level, take it to the next. (Titus 3:1-2, Matthew 18:16-17)
- Be prepared to learn, grow, and develop your character developed. In all "conflicts," there are growth opportunities. (1 Peter 4:19, James 1:12)

Community Christian Athletics will follow the same grievance policy as in the Community Christian School handbook.

### **ROLE OF THE PARENT IN THE LIFE OF A STUDENT ATHLETE**

The role of the parent in the education of a student is vital. The support shown in the home is often manifested in the ability of the student to accept the opportunities presented at school and in life. There is a value system- established in the home, nurtured in the school - that young people are developing. Their involvement in the classroom and other activities contributes to that development. Trustworthiness, citizenship, caring, fairness, and respect are lifetime values taught through athletics. These are the principles of good sportsmanship and character. With them, the spirit of competition thrives, fueled by honest rivalry, courteous relations, and graceful

acceptance of the results.

#### Tips for Parents

##### Be Supportive of Coaches

In front of your child be supportive and positive of the coaches' decisions. If you have problems with what the coach is doing, it is best to talk directly with the coach.

##### Teach Respect for Authority

There will be times when you disagree with a coach or official but always remember they are trying their best and are trying to be fair. Show good sportsmanship by being positive.

##### Let the Coach do the Coaching but you can do some of the Teaching

When your child is on the field, court, or ice, let the coach do the coaching. You can teach sportsmanship and how to deal with success and failure. Develop their character and teach life skills that athletics and activities bring to the forefront.

##### Help your Children Learn through Failure

The way your child handles failure can help them face the certain failures life will throw at them in the future. The worst time for you as a parent to give advice is immediately after a disappointment. Let your child cope in their way