

# **ST. MARY'S ATHLETIC ASSOCIATION HANDBOOK**

*March 2020 Edition*

## **STATEMENT OF PURPOSE**

**Interscholastic athletics can be of value as a supportive element to the total education process. This process concerns the total person, the person's growth as an individual spiritually, mentally, emotionally, physically and socially. Athletics should provide: (1) a learning experience, (2) a positive base for Christian development, (3) an understanding of competition, emphasizing sportsmanship and teamwork, (4) an opportunity for all participants to develop and share knowledge and skills appropriate to their level. The interscholastic athletic program should be looked upon as the pinnacle and not the foundation of a school's physical education endeavor. A school should provide, first a program of physical education for all children, second an intramural sports program for all who desire some participation in competitive sports, and finally an athletic program of competition in the skill sports.**

The Interscholastic Athletic Program for the cluster community of St. Mary, Good Shepherd, St Anthony, and St. James ("The Cluster") is created to promote a positive basis for Christian development, and is designed to encourage parish, school and team spirit, and enthusiasm with support from the clergy, staff, parents, coaches, and student athletes.

Our goal is to foster and develop physical skill, sportsmanship, self-discipline, personal responsibility and courtesy to others, cooperative teamwork and an understanding of competition within a Christian environment through the following:

- To provide an organization to assist and allow students of families in The Cluster to participate in inter-scholastic sports;
- To promote the idea that athletic competition should be FUN; and
- To provide an opportunity for all participants to develop and share knowledge and skills appropriate to their level.

## **PHILOSOPHY**

**The Catholic parish/school athletic programs offer an opportunity for young people to associate with dedicated adults who not only foster the development of athletic skills but also serve as role models of Christian living. The true goals of athletic competition are sportsmanship, leadership, and team play which develop physical skills.**

**The Church is working diligently to protect our children and youth against exploitation by overzealous adults. Over-working young athletes not only lends itself to physical strain and a higher probability of injury but to mental exhaustion as well.**

**The Catholic parish/school athletic programs call for responsible control and limitation of the time and energy expended on extra-curricular activities. This purpose imposes on the administrators and directors of Catholic parishes/schools the obligation to select and prepare adults who will fit the needs as role models for our youth.**

**Local administrators and athletic associations shall create policies that govern athletics at the local level. It is suggested that pastors/principals confirm/approve all candidates to the local athletic boards before elections/appointments take place.**

**(Archdiocesan Policy 6145.2)**

A link to the Archdiocese Athletics Policy Manual is available on the St. Mary's Athletics website (<https://www.stmaryparish.net/links>).

### **ATHLETIC HANDBOOK OVERVIEW**

The following pages detail the specific responsibilities of The Cluster Pastoral Staff, Athletic Committee, student athletes, parents and coaches regarding the athletic program. Also covered are Athletic Association policies on selection of coaches, team membership, team size and selection, playing time, tournament participation, conflict resolution, and communications.

### **PASTORAL STAFF RESPONSIBILITIES**

**Extra-curricular activities supplement the primary education of our children.**

**The principal has the ultimate responsibility for all extra-curricular school activities. The immediate supervision of an activity may be delegated to qualified staff members or competent adults. A job description shall be written to provide the parameters of this delegation. Parents and other adults who serve as coaches, moderators, and chaperones are accountable to the principal in all activities that are school-based.**

**The pastor has the ultimate responsibility for all extra-curricular activities in parish-based programs. The immediate supervision of an activity may be delegated by the pastor to a qualified staff member or other adult; a job description shall be written to provide the parameters of this delegation. Parents and other adults who serve as coaches, moderators, and chaperones are accountable to the pastor or his delegate in all activities that are parish-based.**

**(Archdiocesan Policy 6145)**

Archdiocese Policies and Regulations for Athletics can be found in the St. Mary School Handbook and Christian Formation Offices.

### **ATHLETIC COMMITTEE RESPONSIBILITIES**

Committee membership is comprised of parent volunteers who preside for an initial two-year term. After the two-year term is up, their position is open for replacement.

Should no additional volunteer be available, the individual holding the position may continue to volunteer for another two-year term. The Pastor will approve all candidates to the Athletic Committee before the appointments take place. The committee must have at least one qualified representative from each of the four member Parishes to act as a Christian Formation (CF) Coordinator for their assigned school. The CF Coordinator will work with their assigned CF office to ensure that eligibility requirements are maintained for all participating students. A qualified representative is a registered Parish member at the Parish to which they will be assigned. The CF Coordinators may perform other board responsibilities, as well.

The responsibilities of the Committee positions vary but the underlying goals/objectives are as follows:

- Ensure the Statement of Purpose (as stated on page 2) is followed;
- Ensure the policies set forth in the Athletic Handbook are followed and enforced;
- Ensure that all committee members are certified according to Archdiocesan rules;
- Provide guidance to athletes, parents and coaches in following their respective responsibilities;
- Provide supervision at all Athletic Committee sponsored events; and
- Develop annual budget.

A link outlining ATHLETIC COMMITTEE members and contacts are listed on the Parish website (<https://www.stmaryparish.net/athletic-board-members>).

### STUDENT ATHLETE RESPONSIBILITIES

Participation in team athletics is a PRIVILEGE and because of team continuity requires commitment.

Student Athletes are expected to attend all practices and games, unless excused by their parent(s) and/or guardian. Giving proper timely notification to the coach of their absence is expected.

Student Athletes who are absent from school due to an illness on practice or game day may not participate in either event on that day. The decision for the student to play over the weekend remains at the discretion of the parents.

Student Athletes who are placed on academic or behavioral suspension from school may not participate at practice or games until the principal or CF director has notified the Athletic Director that the suspension has been removed.

Student CF athletes must be in good standing and meet the minimum standards of their respective parish CF requirements to be eligible for participation in the SMP athletic program.

Student Athletes are always expected to show/have respect: (a) for themselves by complying with the school drug, alcohol, and smoke-free policies; (b) for coaches, referees, opposing players, teammates and others; (c) for parish property and property of others; and (d) to conduct themselves, in actions and appearance, in a

Christian manner.

Student Athletes are expected to support all Cluster teams.

Student Athletes are always expected to show good conduct especially showing warmth and hospitality toward all our visitors.

Student Athletes are encouraged to develop their skills outside of regular practice.

Student Athletes are expected to maintain school performance up to their ability level.

Student Athletes are responsible for taking care of the uniform and equipment provided for their use and returning it in good conditions and on time. Students must turn in all parish property back to their coach immediately after the last game of the season. Parents will be billed for the replacement cost for any items not returned to the parish. No athletic equipment or uniforms can be used or worn except during games or practice.

Failure to adhere to the following responsibilities will result in appropriate consequences; see "Consequences Section" for disciplinary steps.

### PARENT/GUARDIAN RESPONSIBILITIES

As parents/guardians, we recognize that The Cluster athletic program is as effective as we are supportive.

Parents/guardians are required to provide all forms required by the Archdiocese of Milwaukee, as well as any forms deemed necessary by the Athletic Committee, Parish, school or CF programs.

All athletic fees are required to be paid at time of registration. If fees are not paid as of the 1st day of the draft, the student athlete will be considered ineligible. No refund will be given after the sign-up deadline.

Student Athletes are required to have a physical every two years or when new to the program. A physical examination form must be turned in to the respective sports coordinator prior to the first practice.

Christian Formation students must get their sign-up form to athletic committee before rosters will be signed.

Parents/guardians are expected to teach their children to:

- Act responsibly;
- Attend and use practice time well;
- Maintain academic/behavioral eligibility;
- Respect coaches' decisions and guidelines;
- Display cooperative team spirit;
- Respect St. Mary's facilities and equipment; and
- Respect the school uniform, keep it clean and in good condition, and return it on time – parents are financially responsible for the replacement if lost or misused.

Parents/guardians are expected to demonstrate good sportsmanship and Christian

values towards all athletes, coaches, referees, opposing players and fans. Inappropriate behavior will not be tolerated!

Parents are required to attend all parent meetings.

Parents are expected to provide punctual transportation for their children to all practices and sporting events. Please verify coach's presence when dropping students at practice and pick them up promptly afterwards.

In support of our athletic program, parents/guardians are required to volunteer in support of the athletic program including assigned concession duty. This requirement must be fulfilled even if your child does not, for whatever reason, complete the season.

Parents/guardians are to comply with the drug, alcohol, and smoke-free policy of the parish on school premises.

Parents/guardians are expected to abide by the reconciliation process established in this handbook entitled CONFLICT RESOLUTION.

Parents/guardians are required to notify the coach of any change in a player's eligibility.

Siblings should not be present at tryouts or practice.

Since practices offer limited opportunities, it is strongly suggested that parents prepare their child for league play during the off-season. This can be done in the backyard, various sport camps, and teaching leagues such as the YMCA and Recreation Dept.

To ensure quality coaching, parents should complete the confidential coaches' evaluation for each sport season. Without the completion of these forms and input by parents and athletes' issues/changes cannot be addressed.

Failure to adhere to the following responsibilities will result in appropriate consequences; see "Consequences Section" for disciplinary steps.

### COACH RESPONSIBILITIES

Coaches provide a very worthy service to a school. They must remember that they play an important part in the development of the student-athletes under their charge. Coaches must conduct themselves as Christians at all times. They must cooperate and not interfere with or impede the school's educational program. Imprudent actions on the part of the coaches are subject to disciplinary action by the principal/pastor and the league Board of Control.

All parish/school employees and all volunteers who have contact with minors must be Safe Environment Certified. An individual considered to be Safe Environment Certified has met the following three (3) requirements:

- Has attended at least one in-person live Safe Environment Education Training Session (SEE) since 2003 in the Archdiocese of Milwaukee. If someone has attended a live Safe Environment Education Training (SEE) session in another diocese and wishes to have the training reviewed for acceptance in place of the Archdiocesan SEE requirement, verification from the other Diocese can be submitted to the Safe Environment Office for review. Approval is not guaranteed and will only be granted in certain instances;

- Has a criminal background check that has been reviewed and approved by a Safe Environment Coordinator in the last five (5) years. (See 4111.0: Criminal Records); and
- Has reviewed and agreed to the Code of Ethical Standards for Church Leaders in the last five years.

In addition, the following must be met:

- Must have knowledge of the Mandatory Reporting Responsibilities; and
- Be approved by a member of the professional staff.

All coaches, whether a Head Coach, an Assistant Coach, or any adult actively involved in working with the players shall be certified. Head coaches must be at least 21 years of age; assistant coaches must be at least 18 years of age and a high school graduate. High school students under the age of 18 may assist with coaching activities under the direction of the head coach. No high school student may have any supervisory responsibilities.

The training programs for certification shall include:

- A basic or core preparation in the Catholic/Christian philosophy of coaching, risk management, and the prevention and treatment of injuries, including concussion awareness. Two clock hours (minimum);
- Training in the specific sport to include rules, practice organization, skill development, and coaching behavior. Three clock hours (minimum);
- The basic or core preparation is required prior to assuming coaching duties. Completion of the sport-specific training requirement shall be accomplished within one year of the inception of coaching duties. Once these elements of certification are in place, a coach's certification status is considered complete for life, except for other requirements that are listed in this section;
- The local pastor/principal shall be accountable for monitoring coaches and maintaining certification records;
- The record keeping may be delegated by the pastor/principal;
- Annually all employees and volunteers shall receive training in the treatment of Blood borne pathogens and concussion awareness. This training shall be completed prior to working with athletes. All coaches shall sign a statement acknowledging that they understand the importance of recognizing and responding to concussions; and
- Coaches should be made aware of the responsibilities of adults who supervise children and youth.

All communication between a coach and students on his/her team should go through the student's parent. A coach should not communicate directly with a student on his/her team.

Coaches must complete a Volunteer Enrollment Form and send it to the Athletic Committee.

Coaches must complete the Coaches Agreement Form {Archdiocesan Policy 6145.2(d)}

The Athletic Association and the Athletic Director will conduct a mandatory coaches meeting before each new sport season per Archdiocesan Rule. If the coach is not able to attend he/she must contact the Athletic Director to schedule an alternative meeting/discussion. If the coach does not attend the meeting, nor set up an alternative meeting, he/she will not be allowed to hold a team practice, until such meeting has occurred.

Coaches are encouraged to annually attend a coaching clinic in their respective sport. The Athletic Association will cover reasonable clinic fees.

Coaches must hold a meeting with parents to discuss individual and team expectations.

Coaches are: (a) responsible for providing a positive role model of good sportsmanship and Christian values to all members of the team; (b) expected to respect officials, opponents, athletes and rules of the game and teach players to do the same; and (c) required to adhere to league rules of conduct at all times.

Coaches are representing St. Mary's Athletics as such they should do the following:

- Prepare for each practice, set goals and outline drills to achieve these goals; and
- Adhere to all St. Mary's Athletic Association policies regarding playing time and participation by athletes.

To the best of their ability, coaches are expected to teach to all athletes the fundamental skill and strategies of the sport—encouraging teamwork, sportsmanship and personal growth among team members.

Coaches are responsible for their player's behavior from 5 minutes before to 5 minutes after all scheduled practices and games.

Coaches must communicate all necessary information regarding any practices, games, and tournaments with athletes and their parents.

Coaches are responsible for all equipment distributed to the team. All equipment is handled through the Athletic Association's Equipment Manager. If a coach would like to provide a different "uniform" he/she must get the Committee's approval, as not all parents / students will want to pay additional fees.

Coaches must comply with the drug, alcohol and smoke-free policy of the parish on parish premises.

Coaches should be made aware of the responsibilities of adults who supervise children and youth. It is recommended that at least one coach and another adult be present at any team function, (practice, game, and party).

Athletes are of grade school level and should be coached accordingly.

All coaches will be held accountable to follow the facility rental guidelines during practices.

No food, beverage or snack (including gum) is allowed in the gym. All food, drink, and snacks brought to practices by players must be consumed in the lobby near the concession area. **NO EXCEPTIONS.**

No smoking, alcohol, weapons or gambling is allowed in the facility.

No vulgar, profane or obscene language will be tolerated. Violators will be asked to leave.

At no time are minors (as described by WI statutes) permitted in the facility without adequate adult supervision.

In the event of damage of property or equipment loss, the A.D. must be notified before the next scheduled event (school, practice, games, etc.)

In the event of an injury, an accident report must be completed and given to the A.D. within 24 hours of the accident.

Equipment not authorized for use is to be left untouched.

Doors to the school must always be locked. Use of the school or school corridors is prohibited.

In consideration of our neighbors, parking in the lot, rather than the street is encouraged.

Before leaving the facility, coaches/supervisors must:

- Check all areas;
- Clear area of remaining personal items;
- Store equipment properly;
- Mop and clean gym floor of any debris;
- Make sure all people have left the facility;
- Be sure all water and lights are turned off; and
- Check that all interior and exterior doors are locked before you leave.

Please be considerate of our neighbors when leaving the premises, especially in the evening.

If another group is using the facility after your group, the supervisor/coach does not leave until the new supervisor/coach is present.

Any waivers to any of the above rules can/will only be granted by the A.D. given an appropriate 24-hour notice.

Failure to adhere to the following responsibilities will result in appropriate consequences; see "Consequences Section" for disciplinary steps.

## **INTERSCHOLASTIC REGULATIONS**

### **ARCHDIOCESAN SPORT SPECIFIC REGULATIONS**

#### **Volleyball (Archdiocesan 6145.27):**

Teams are limited to playing in only one league during the season.

There must be a minimum of 4 practice sessions on separate days before the opening match of the season.

5th & 6th grade teams may be scheduled for a maximum of 2 practices per week, each being no more than 1 ½ hours in length. 7th & 8th grade teams may be scheduled for a maximum of 2 practices per week, each being no more than 2 hours in length.

No team shall be scheduled for more than 18 matches during the season - exclusive of tournament participation.

Teams may participate in preseason, midseason or postseason tournaments subject to the following limitations:

- 5<sup>th</sup> Grade Team: limited to participation in two (2) tournaments;
- 6<sup>th</sup> Grade Team: limited to participation in two (2) tournaments;
- 7<sup>th</sup> Grade Team: limited to participation in three (3) tournaments;
- 8<sup>th</sup> Grade Team: limited to participation in three (3) tournaments (Not including the Seton Tournament).

A “match” shall consist of 3 sets, or the “best two out of three” sets or any “set” that determines a winner. The maximum number of matches a team may participate in during one day is three. Exception for the Seton Tournament to play three sets out of five.

### **Basketball (Archdiocesan 6145.22):**

Teams are limited to playing in only one league during the season.

There must be a minimum of four (4) practice sessions on separate days before the opening game of the season.

Basketball leagues may not begin until after Thanksgiving.

There must be at least three (3) practice sessions on separate days before the first scrimmage, with no more than two inter-school scrimmages allowed before the first game.

Fifth and sixth grade teams may be scheduled for a maximum of two (2) practices per week, each being no more than 1-1/2 hours in length. Seventh and eighth grade teams may be scheduled for a maximum of two (2) practices per week, each being no more than two (2) hours in length.

5th & 6th grade teams may play a maximum of 12 games and participate in 3 tournaments.

7th & 8th grade teams may play a maximum of 14 games and participate in 4 tournaments (not counting the Padre Sierra Tournament).

Teams may participate in tournaments held within the season (first practice date through season end date). No tournament may schedule a team for, nor may any team participate in, more than five games per tournament.

The maximum length of the quarters of any game shall be six minutes.

A team may not play more than three (3) games in any one week (exception: the weeks of the midseason or postseason tournaments). A team may not play more

than two (2) games in one (1) day; a minimum of one (1) hour of rest must be provided between games.

**Track (Archdiocesan 6145.26):**

There shall be at least four (4) individual practice sessions on separate days before the first regularly scheduled meet.

There must be at least three (3) practice sessions on separate days before the first practice meet with no more than one (1) practice meet allowed before the first scheduled inter-school meet.

Teams may be scheduled for a maximum of two (2) practices per week, each being no more than two (2) hours in length.

No team may be scheduled for more than 10 meets.

**CONSEQUENCE / RESOLUTIONS**

**COMMUNICATIONS**

Open communications are imperative to the operation of a successful program. The Athletic Committee will make all general announcements through the school, Christian Formation Communications, Sunday bulletins, and the St. Mary's Website (<https://www.stmaryparish.net/school>). Any communications for a specific team will be handled through the respective coach.

The Athletic Committee meets monthly and all meetings are open to the parish at-large. Minutes are available upon request. Contact the Athletic Director with any questions, or agenda items for monthly meetings.

**CONFLICT RESOLUTION WITH ATHLETIC COMMITTEE AND/OR MEMBERS**

If a conflict arises with one of the Athletic Committee members, you need to speak directly with that member first.

If the issue needs to be brought before the entire Athletic Committee, talk with the Athletic Director to have your issue placed on the agenda (three days advance notice is appreciated).

If further resolution is necessary, the issue is to be forwarded to the Pastor(s).

If the above steps do not resolve the conflict, and the conflict involves the Archdiocese of Milwaukee's Policies and Regulations for Athletics, contact the Office for Schools, Child and Youth Ministries, Archdiocese of Milwaukee.

**CONFLICT RESOLUTION WITH COACH**

Realizing that most issues can be resolved through discussion among the players, parents and coaches, all concerns must be brought forth within a week of occurrence.

If an issue is not resolved through discussion, parents can address their concern

as follows:

- Talk to the coach first when a problem arises. Whenever possible, please allow 24 hours, and avoid discussions immediately following games or competition.
- If the conflict is not resolved in speaking with the coach, contact the Athletic Committee representative for the specific sport or the Athletic Director who will share the issue with the entire Athletic Committee as necessary.
- If further resolution is necessary, the issue is to be forwarded to the Pastor's.

### CONSEQUENCES – STUDENT ATHLETE

If a Student Athlete does not comply with all the rules and regulations the following “consequences” steps will be followed:

**First Occurrence:** The student will receive a written warning citing the inappropriate behavior. The written document will be forwarded to the students’ parent/guardians and to the appropriate Athletic Committee representative.

**Second Occurrence:** The student athlete will be suspended for either one game (for basketball) or one full match (for volleyball). The coach will give a notice to the parent/guardian and to the appropriate Athletic Committee sport specific representative.

**Third Occurrence:** – Upon a further violation, the student athlete will be suspended from the sport for the remainder of the season.

***\*\* Depending upon the severity of the issue, the Athletic Committee may invoke a more appropriate consequence. \*\****

### CONSEQUENCES – PARENT

If a Student Athlete’s parent does not comply with all the rules and regulations the following “consequences” steps will be followed:

**First Occurrence:** The parent will receive a written warning from the Athletic Director citing the inappropriate behavior. The written notification will be kept on file.

**Second Occurrence:** The parent, Athletic Committee sport specific representative, Athletic Director and Parish Staff Director will meet. If circumstances require, the Pastor will also be present.

**Third Occurrence:** If there is a further violation, the parent will be prohibited from attending all athletic events held in our facility or off-site.

***\*\* Depending upon the severity of the issue, the Athletic Committee may invoke a more appropriate consequence. \*\****

### CONSEQUENCES – COACH

If a parent or Student Athlete has a concern that a coach is not complying with his responsibilities, as listed under “coach’s responsibilities”, or following the “playing time guidelines”, the parent / student athlete should follow the “conflict resolution guidelines”. If needed the Athletic Committee representative will institute the following consequences:

**First Occurrence:** The coach will receive a written warning from the Athletic Committee representative. The Pastor’s and School or CF staff will receive a copy of the warning.

**Second Occurrence:** If the coach does not comply immediately he/she will receive a one-game suspension and the assistant coach will be asked to take over for that game. Athletic Director approval of the suspension is required. School or CF staff will be notified of the suspension.

**Third Occurrence:** If the coach still does not comply with the rules then he/she will be dismissed from the program.

If a coach is ejected, by a referee, from a game, in addition to any penalties enforced by the league, then he/she will receive a one-week suspension from the Athletic Director. The coach may appeal this decision with the Athletic Committee.

If a referee ejects a coach, a 2nd time, then the coach will not be allowed to continue coaching for that season, and possibly future seasons. Again, the coach may appeal this decision with the Athletic Committee; however, the suspension will be enforced during the appeal process.

***\*\* Depending upon the severity of the issue, the Athletic Committee may invoke a more appropriate consequence. \*\****

### SELECTION OF COACHES

Candidates for the head and assistant coaching positions must submit a completed coach’s application to the respective sport coordinator by June 1st for volleyball and by September 1st for basketball, or as soon as possible if needed.

For 5<sup>th</sup> and 6<sup>th</sup> grade, applications for Head coaching positions will be reviewed first. If we have more applicants than needed (i.e. four individuals volunteered and we only need three), then the respective sports coordinator will contact the applicants and discuss their respective desire for the head coaching position and/or willingness to be an assistant. The coordinator will also discuss the

applicant's prior coaching experience.

If during step #2 applicants agree to be assistants, then the selection process for 5<sup>th</sup> and 6<sup>th</sup> grade is done. If, however, there are still too many applicants, then each applicant will present their case to the sports coordinator and at least two other board members for a decision.

For 7<sup>th</sup> and 8<sup>th</sup> grade the head coach's child must fit into the level of the team in order to coach an A or B team. The sports coordinator will have previously contacted all the applicants, and discussed their desire to coach, their coaching philosophy, and prior coaching experience. This information will be documented for discussion prior to the draft. Whenever possible, the head coaches will be selected before the draft.

The first selection will be for the head coaching position of the A team. Based on the initial draft selection process by the evaluators, the possible candidates for Head coach will be known (based on which children are "for sure" on the A team). Once this is known the sports coordinator and the other board representatives in attendance (usually at least two others) will review the documentation on the coaches and select the Head Coach.

Once the A team has been selected the same process will be used for the next level team, thus providing a fair evaluation process and coaching selection process.

With approval of the head coach and the sports coordinator, the assistant coaches will be picked after the draft and be placed on the same team his/her child is selected for. Only the Head Coach and two Assistant Coaches will be allowed on the team bench during a game.

The Athletic Committee will evaluate/review the coaches at the end of the season, based on the feedback received from players and parents. When concerns are raised related to a Coach, the Athletic Director will share them with the Coach immediately after the evaluation. The Athletic Director will bring these concerns before the entire Athletic Committee if necessary.

### **TEAM MEMBERSHIP**

St. Mary's Athletic Program will accommodate all interested students. The program is intended for students regularly attending St. Mary's School or a Cluster Christian Formation program.

Student athletes are to be registered by Spring sign-up. Late registrations will be accepted based on availability.

The Athletic Association will provide uniforms to student athletes. Other team apparel must be approved by the Athletic Committee.

All registration materials, including consent form, physical and emergency

medical forms, registration fees, and signed Handbook. Contract must be in **prior** to team selection tryouts.

### TEAM SIZE

The number of interested participants will determine the number of teams supported for an individual sport. The opportunity to divide beyond two teams per grade will be based on the availability of league openings, gym time, coaching staff and funding.

***\*\*The Athletic Committee will make the final determination of the team size\*\****

### TEAM SELECTION

**5th and 6th grade teams** will be divided equally by talent.

- Evaluators will divide the teams equally based on ability; and
- Coaches will co-ordinate notification to team participants.
- **\*\*6<sup>th</sup> Grade Boys Basketball teams** may be divided according to ability based on NDDBBB League member vote for A/B/C placement. This is determined at the league meeting and will be communicated to parents as soon as possible, once League determination has been made. **\*\***

**7th and 8th grade teams** will be divided according to ability, at the conclusion of the evaluations. The tryout process will accommodate the A/B/C concept. The draft procedure is as follows:

- Evaluators will rank the players according to their ability;
- Results will be tallied, and A/B/C teams will be selected;
- The teams will be placed in the league according to their ability (A/B/C), thus we could have multiple teams in the same league, or each team in a different league. This will be determined based on the team talent; and
- Coaches will co-ordinate notification to team participants.

### TEAM SELECTION PROCESS

Team tryouts will include appropriate drills and scrimmage. Athletes will be judged on skill level, athleticism and attitude.

Evaluators will include head coaches and Athletic Committee members. Other than head coaches, no other committee member may have a student who is participating in that draft.

Final rosters will be approved by the sport specific Coordinator and the Athletic Director.

Once the players are selected, they may not transfer to another team. If a player quits the program because of “team selection” process the board reserves the right to revoke the student athletes’ participation in the sport or entire program the following year.

Attendance at the draft is strongly encouraged. If the player does not attend the draft the player will be placed on the team according to his/her ability, as determined by the Athletic Committee and the coaches.

### **PLAYING TIME GUIDELINES**

All playing time will be based upon attitude, effort, attendance, conduct, respect, and outside practice. The following are the minimum playing time requirements for athletes who adhere to the above.

#### **For 7<sup>th</sup> & 8<sup>th</sup> Grade**

##### **Volleyball**

- League game: at least 1 game per 3 game match;
- Pool Play/Tournament: at least one-third of the tournament.

##### **Basketball**

- League game: on average, at least one-third game of quality playing time;
- Tournament: at least one-third of the entire tournament.

#### **For 5<sup>th</sup> & 6<sup>th</sup> Grade:**

##### **All Sports**

It is required that for 5<sup>th</sup> & 6<sup>th</sup> grade equal playing time be given to all players, over the course of the respective season. Coaches should make every effort possible to ensure that this occurs, remembering that 5<sup>th</sup> and 6<sup>th</sup> grade are developmental years. Thus, all student athletes need equal playing/learning time. Players that miss practices, or act inappropriately, will be exempt from this rule. **Prior** to not playing an athlete, coaches should discuss this action with the player, the player’s parents; and are required to report the decision to not play a player to the sport specific Coordinator. All Head Coaches in a grade are strongly encouraged to apply the same policy regarding players that miss practices.

***These guidelines are minimums. Coaches are obligated to accommodate all interested participants who regularly attend practice and demonstrate a positive attitude towards the sport, coach, and fellow teammates.***

## **TOURNAMENTS**

The maximum number of tournaments allowed per Archdiocesan rule is:

	<b><u>5th &amp; 6th</u></b>	<b><u>7th &amp; 8th</u></b>
<b>Volleyball</b>	2	3
<b>Basketball</b>	3	4

The Elizabeth Seton tournament and the Padre Serra tournament are in addition to this. (St. Mary's Home tournament does count towards the maximum tournaments allowed to be played, and **all** St. Mary's teams must participate in our home tournament). Before committing to a tournament, all coaches must contact the Tournament Coordinator with a completed roster and tournament information to begin the approval process. Once approved, the Treasurer will submit the entry fee along with the tournament roster to the appropriate school. The Treasurer and the sport specific Coordinator will keep a log of tournament entries to prevent duplications and to monitor the number of tournaments entered.

A coach may not enter a tournament on their own, and every attempt should be made to enter different tournaments.

In the event of an All-Star Game, the players shall be selected at the end of the season by the coach.

## **Blessing**

**Eternal Father we your people, come to you and ask your blessing...**

Bless us as we take our recreation and let us be refreshed.

Bless this equipment we use and help us to be renewed and ready to take up our daily work one more.

Bless your people as they use this center; bring your peace and joy into their lives and fill them with your happiness.

Father we praise you for your goodness and give you thanks through Christ our Lord.

***Amen.***

## **ST. MARY'S ATHLETIC CONTRACT**

### ***STUDENT RESPONSIBILITIES***

As a member of a St. Mary's athletic team, I have read the Student Responsibilities & Consequences listed in the St. Mary's Athletic Handbook and I agree to abide by and accept my responsibilities.

Student(s) Signature \_\_\_\_\_ Date \_\_\_\_\_

### ***PARENT/GUARDIAN RESPONSIBILITIES***

I have read the St. Mary's Athletic Handbook and I agree to abide by the policies outlined in that document, including the Parent/Guardian Responsibilities & Consequences section. I will also take responsibility for the actions of my child.

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

### ***COACH RESPONSIBILITIES***

I have read the St. Mary's Athletic Handbook and I agree to abide by the policies outlined in that document, including the Coach's Responsibilities & Consequences section.

Coach Signature \_\_\_\_\_ Date \_\_\_\_\_

***This contract must be signed and turned in at sign-up!***