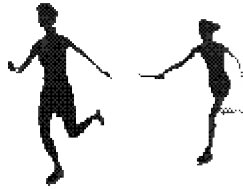




Athletic



Manual



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Introduction:

The purpose of this manual is to establish and communicate written guidelines and standards specific to the St. Mary's Grade School athletic programs. The athletic programs are intended to expose to those students eligible to participate the basic fundamentals of a variety of sports. Included within these fundamentals is the development of a "winning" attitude. It is important to balance the desire to win with an understanding of the concepts of teamwork and sportsmanship. **The development and demonstration of respect for authority, including coaches and referees, respect for fellow team members, courtesy towards opponents, and a Christian attitude are critical components of the St. Mary's athletic programs.**

General Information:

The St. Mary's Grade School Athletic Committee has adopted general athletic policies to govern the participation of students taking part in the sports programs. Both student athletes and their parents are expected to become familiar with and abide by the general policies governing each sport. **NOTE: In some cases the St. Mary's policy may be more stringent, or in addition to, policies established by the Archdiocese and/or the conference in which St. Mary's Grade School participates.**

Primary objectives of the St. Mary's Grade School athletic programs include:

- To instill the concept of team play and the individual's responsibilities as a team member
- To emphasize the ideals of sportsmanship, Christian conduct, and fair play
- To encourage leadership, the use of initiative, and good judgment
- To instill the realities of team sports competition, which includes winning, losing, and levels of participation
- To provide a challenging and rewarding experience for the players, parents, and coaches

Participation:

Prior to participating in any games **or practices** every student athlete and/or their parent or guardian must:

- Pay the appropriate participation fees
- Complete the permission and medical release form
- Have a completed physical form on file [physicals are valid for two years unless otherwise noted by the physician
- **Agree to be present for assigned responsibilities at designated games**

Eligibility:

All students at St. Mary's Grade School are eligible to participate in each sport at their grade level. There are no limits on the size for teams or squads, provided that a sufficient number of coaches volunteer in relationship to the number of students who participate. **NOTE: The St. Mary's Grade School Athletic Committee will establish and communicate sports sign-up deadlines. If a student athlete signs up after the established deadline, efforts will be made to accommodate the individual, however, there is no guarantee that he/she will be placed on a team.**

Participation in athletics at St. Mary's Grade School is a privilege that carries with it responsibilities. Academic performance and proper behavior take priority over athletics. The following criteria will be used to determine the academic and behavioral eligibility of St. Mary's Grade School student athletes:

- St. Mary's Grade School highly recommends that a student who participates in athletics should maintain a

minimum of a 2.0 grade point average. Ultimately it is the parent's responsibility to implement their own policy regarding grade point average and participation in school athletics.

- Students should be aware that their behavior may have an impact on their eligibility to participate in St. Mary's Grade School athletics. Any student who causes a serious incident, consistently disobeys school rules, and/or disrespects others or the property of others will be subject to suspension or permanent removal from the team on which he/she participates. Implementation, including the time frame, will be at the discretion of the St. Mary's Grade School Athletic Committee and the St. Mary's Grade School principal.
- Suspension from school will result in immediate ineligibility in school athletics. Prior to reinstatement the student and their parent(s) must meet with the sports director, athletic director, and principal to determine whether regaining eligibility is in the best interest of the student and their team.
- Any student athlete deemed ineligible will not be allowed to attend practices, scrimmages, sit on the bench or at the scorer's table, or play as long as he/she remains ineligible.

Discipline:

Self-discipline and self-control are important attributes to be developed in student athletes. All participants, (including coaches, parents, and players) must set a good example and practice good sportsmanship at all times.

Coaches should not tolerate lack of respect or poor sportsmanship. Coaches should discuss any undesirable behavior with the offender to ensure some level of understanding as to why the behavior was unacceptable. Coaches should also include the student athlete's parent or guardian in such discussions.

Because the maintenance of proper discipline is important, a coach has the authority to bench a player for an entire game if such player has been missing practices or has had a disciplinary problem.

In the event undesirable behavior continues the coach shall first inform the St. Mary's Grade School Athletic Committee. The Committee will review the disciplinary problems and, if the Committee and the school administration agree, the student athlete will be removed from the team.

Complaint Resolution:

In the event a student athlete has an issue with a coach, he/she should first discuss their concern with the coach. If a student athlete is uncomfortable approaching his/her coach, or he/she does and the concern is not resolved, the following procedure should be followed:

1. Parent and student athlete meet with and discuss the issue with the coach.
2. If still not resolved, parents and coach to meet with the appropriate Sports Director.
3. If still not resolved, parents, coach, and Sports Director to meet with the Athletic Director.
4. If still not resolved, parents, coach, and Athletic Director to meet with the principal of St. Mary's Grade School for final resolution.

NOTE: Prior to step 3, the issue/complaint should be documented in writing by the student athlete's parent(s) or guardian.

Coaches:

- Team coaches must be at least 21 years of age.
- All head coaches must be certified in their particular sport in accordance with Archdiocese and conference requirements.
- All coaches and assistants must have completed training in the Archdiocesan "Protecting All God's Children" program.

A person interested in volunteering to coach a team should contact the Sports Director. In the event more than one person wishes to coach the same team, each interested person will be interviewed by the Athletic Committee. The decision as to who will be named will be based on coaching experience, knowledge of the particular sport, a desire and commitment to pursue the objectives of the program, and any other standards deemed critical to a coach's performance as determined at the time of the interview.

A meeting will be held prior to the sports season between the coaches and the Sports Director to insure that all rules and policies are clearly understood and properly enforced. Coaches will have access to the rules and regulations of both the Archdiocese and the conference in which St. Mary's Grade School is a member.

Coaches have the option of continuing on with the same team to the next grade level with the approval of the Athletic Committee. Should an 8th grade coach wish to become a 5th grade coach the following year, he/she shall have that option unless there is another interested person, in which case the interview process described previously will take place.

The responsibilities of the coach(es) include:

- Planning and running practice sessions. All gym time for the purpose of practicing will be established at the beginning of the season. It is the responsibility of the coach to notify players of any changes in the schedule.
- Planning and implementing game strategies, including player rotations.
- Continual concern for the safety and well-being of the players.
- Following all rules established by the Archdiocese, the conference, and the school.

No coach has the authority to forfeit, cancel, or reschedule a regular season game. The coach shall contact the Sports Director as soon as possible regarding any potential problems.

There will be a Parent/Coach meeting at which time the coach(es) will meet with all parents of the participating student athletes. During this meeting the coach will outline the specific program for the relevant grade and sport.

NOTE: Coordination of practice times for all teams, and games scheduled will be the responsibility of the Sports Director. One member of the Athletic Committee will be present at all home games. All questions, disputes, problems, and other issues out of the ordinary will be deferred to the designated member of the Athletic Committee.

Uniforms & Equipment:

St. Mary's Grade School will provide uniforms and necessary equipment for each sport offered. The coach will be responsible for the equipment issued at the beginning of the season.

Players are responsible for returning the uniforms to their coach in good condition. Uniforms not returned will be charged to the student athlete at the replacement cost.

Playing Time:

All eligible student athletes will be placed on a team roster. If the number of participants in a grade is equal to twice the number of players on a starting squad plus four, the Athletic Committee and coaches involved will determine the number of teams. In the event there are enough student athletes to form more than one team in a particular grade, the Athletic Committee shall create a skills evaluation team to split the athletes into teams that are in accordance with the then conference rules.

NOTE: Specific to 5th grade, it is recommended that teams not be split unless the number of participants is equal to twice the number of players on a starting squad plus six.

In order to have meaningful athletic participation consistent with the level of competition and to ensure the continued vitality of the St. Mary's Grade School sports programs, the following general rules concerning playing time shall be enforced:

Volleyball

- 5th Grade: substantially equal time for each player in each match, including tournaments
- 6th Grade: substantially equal time for each player in each match, including tournaments
- 7th Grade: one fourth playing time per match, including tournaments

- 8th Grade: one eighth playing time per match, including tournaments
- **Note:** Due to the variability in match length and substitution options available, playing time can be difficult to control. Playing time balance may occur over the course of two matches.

Basketball

- 5th Grade: substantially equal time for each player in each game, including tournaments
- 6th Grade: substantially equal time for each player in each game, including tournaments
- 7th Grade: one fourth playing time per game, including tournaments
- 8th Grade: one eighth playing time per game, including tournaments

Track

Each student athlete will be assigned events in accordance with the rules of the entity hosting the event. Student athletes will be given the opportunity to try a number of events throughout the season. Student athletes will participate in a minimum of one event per meet.

Cheerleading

Cheerleading is classified by the Archdiocese as an activity. Where a student athlete chooses to play a competitive sport and be a cheerleader, close communication should be maintained between teachers, parents, coaches, and the Cheerleader Director as to the appropriate amount of time that should be spent at practices, games, and competitions, so that sufficient time can be given to homework and family responsibilities.

The above represents minimum requirements. Accordingly, it is understood that coaches will seek to provide playing time in excess of these numbers.

Factors Affecting Playing Time:

Student athletes are expected to attend all practices and games. Those who miss practices or games, or who consistently disrupt practice will forfeit some or all of their playing time for the game following the infraction. If a child is involved in other activities outside of St. Mary's during the sports season, conflicts are sure to arise. Every effort will be made to accommodate the participant, but there will not be any exceptions made to the rules concerning forfeiture of playing time for missing practices or games. Student athletes absent from school for any reason shall not participate in practice/games/events for that day. Saturdays and Sundays are not included.

During the course of a season a student athlete's parent(s) or guardian(s) will be assigned to assist with gate, scoring, timekeeping, crowd control, or concessions. Failure of a student athlete's parent(s) or guardian(s) to be present (or arrange in advance for a substitute) for assigned responsibilities at designated games may have a direct impact on their child's playing time.

Safety:

All injuries shall receive prompt attention by a responsible adult at the coaches' discretion. Minor cuts and scrapes may be handled by the coach. Coaches will be familiar with basic first aid procedures, and each team will be provided with a basic First Aid kit. Coaches should notify the parent(s) or guardian(s) or additional provided emergency contact as quickly as possible.

Archdiocese of Milwaukee Athletics Policy Manual:

The Archdiocese of Milwaukee Athletics Policy Manual is a pdf file available [here](#). In the event there is a direct conflict between a policy of the Archdiocese of Milwaukee and a St. Mary's Grade School Athletic Program policy, the Archdiocese of Milwaukee policy shall apply and this manual shall be modified accordingly.