

Assumption School Sports Handbook



- Philosophy and Mission

The Assumption School Sports Program consists of Junior Varsity and Varsity basketball teams for boys and girls and a girl's cheerleading squad. The program exists to not only provide an opportunity for students to learn the fundamentals of basketball or cheerleading in an organized, supervised environment, but to reinforce the importance of striving for excellence in education and sportsmanship. Our program is dedicated to the pursuit of excellence in athletics within the framework of a Catholic community and is committed to providing opportunities for each student-athlete to reach his/her highest potential while developing the qualities and spirit of a Catholic Christian. The Assumption School Sports Program promotes self-discipline, teamwork, concentration, friendship, leadership and good sportsmanship.

- Leadership

The principal in consultation with the pastor has the final responsibility for and authority over all the athletic teams. The principal is responsible for appointing coaches. Coaches report directly to the

principal and/or athletic director.

- **Coaches**

Coaches will be selected for their character and willingness to abide by school policies, as well as their coaching skills. All coaches must complete a formal application, must be approved by the principal and/or pastor, and must agree to follow the established policies stated herein. All coaches once selected must pass a Criminal Background Check and complete the Safe Environment Education Program for the Archdiocese of Hartford. Coaches will have a group meeting with the principal prior to the start of the basketball season.

The athletic staff must keep in mind that they are functioning within the context of a Catholic educational community. Towards that end coaches must remember that they bear the following duties:

- Duty to Instruct- use the latest methods of prior instruction.
- Duty to Learn- keep up to date on coaching skills and rules.
- Duty to Provide a Safe Environment- check facility for fire exits, debris, litter, unsafe conditions, location of an EAD (external automated defibrillator). Coaches must bring all emergency contact numbers and a first aid kit to all practices and events.
- Duty to Keep Records- document all incidents or injuries, complete required forms, submit such reports immediately to the principal, notify the principal immediately in the case of a major incident or if medical attention is necessary, and keep attendance at every practice and game.
- Duty to Follow Fair Practice- protect students from discrimination due to gender, race, color, creed or other unfair practices.
- Duty to Safely Transport Athletes- ensure that all students have safe transportation to and from practice and games, supervise each student until his/her transportation arrives. Do not (if possible) remain alone with a student; at least two coaches should wait with students.
- Duty to Report Alleged Abuse or Misconduct-any coach who has responsible cause to suspect or believe that a child is a victim of abuse, sexual abuse or neglect must report such to the principal and/or Department of Children and Families.

Engagement of athletic staff services is “at will” and may be terminated at any time for any reason by the pastor in consultation with the principal.

- **Player Eligibility and Participation**

Students in grades five through eight are eligible. Varsity players will be seventh and eighth graders unless there are insufficient students to maintain a team then lower grade students may be eligible. Junior Varsity players will be fifth and sixth graders unless there are insufficient students to maintain a team then fourth graders may be eligible. The cheerleading program is open to girls in grades five through eight. Once a child is a member of a team, he/she must maintain a C- (70 or above) in each subject on the report card to remain on the team. Any student in danger at progress report time (average below a 70) is considered on probation. It is the student’s responsibility to improve his/her grade by the quarterly report card. A grade lower than a C- (70) on the quarterly report card will result in suspension from the team for the remainder of the school year.

It is not permissible for a student to participate in both basketball and cheerleading. The demand for students and management of time causes too much stress on the student.

Tryouts and cutting will be allowed at the Varsity level only. Students transferring into the school cannot replace a returning student on the Varsity team. Since the focus of the Junior Varsity team is instructional, cutting students is not allowed. Coaches must see to it that all eligible Junior Varsity team members have substantially equal play time.

If a student has been exempted from physical education due to illness or disability, he/she is not eligible to participate in the sports program. If a student has been suspended from school (in or out of school suspension), he/she cannot participate in the program for the duration of the suspension. If a student is absent from school due to an illness, he/she may not participate in practice or competition on the day of absence. If a student is absent for part of the day due to any other reason than an illness, the student must gain written permission from the principal to participate. If such permission is not procured, the coach must not allow the student to participate. If a student has been absent from school for a longer period due to illness or injury, or if the student is under a doctor's care for an injury, he/she must receive a doctor's clearance in writing to return to participation.

Parents/guardians of children with serious allergies must provide written permission for the administration of an Epi-Pen or other prescribed cartridge auto injection, and shall supply the coach with that medication. In the absence of a coach who has been trained to administer such medication, the parent/guardian must attend all competitions.

• Scheduling and Finances

The following norms apply to athletic competitions and practices regarding scheduling such. The principal must be given copies of schedules and be made aware of any changes made during the season.

1. When school has been cancelled, all practices and competitions will be cancelled as well.
2. No practices or regular season, post season, and tournament competitions may be scheduled to begin earlier than noon on Sundays.
3. Religious holidays such as Ash Wednesday, Holy Thursday and Good Friday must be reserved exclusively for religious observance- no games or practices may be scheduled.
4. All teams may practice up to a maximum of three times each week in pre-season. During the season and post season, teams may practice provided that the combined number of practices and games does not exceed three in a calendar week.
5. At the Varsity level, regular season play cannot exceed 25 games.
6. Varsity teams may compete in a maximum of three regional tournaments.
7. At the Junior Varsity level, regular season play cannot exceed 20 games.
8. Junior Varsity teams may compete in a maximum of three regional tournaments.
9. Exclusive of any state or New England championships, the total number of games played by a Junior Varsity team must not exceed thirty.
10. Students may be transported to competition by a hired public service or a chartered bus.
11. Students may be transported by their parents or guardians.
12. Students may be transported by other vehicles provided appropriate permission has been secured, drivers of a vehicle are at least 21 years old, the vehicle must be insured by the driver for a minimum limits required by the Archdiocese's insurance company, and the principal has ensured that adequate coverage is in place.

All financial arrangements and transactions must have prior approval of the principal and pastor. Such transactions should include, but not be limited to payment and/or collection fees or other funds for:

- Tournaments
- Awards and Banquets
- League membership
- Student fees/dues
- Uniforms/equipment
- Officials
- Rental of facilities

The athletic staff may not sign contracts or purchase orders.

• Athletes and Discipline

In the event that a student violates the code of conduct, the coach reserves the right to provide appropriate corrective action that is a proportional to the violation. Such actions may include, but are not limited to:

- Counseling the students regarding the conduct
- Advising parents of the violation
- Removing the student from the practice or competition

If a student has repeatedly violated the code of conduct or if the student has engaged in a serious violation that is completely inconsistent with school or athletics rules the coach reserves the right to:

- Notify the principal of the violation
- Remove the student from the practice or competition
- Suspend the student from the team, after consultation with the principal
- Permanently remove the student from the team after consultation with the principal

There are some disciplinary issues which will be addressed directly but the principal and/or pastor which may have ramifications beyond limiting participation in the program and which may be cause for detention, suspension, or expulsion. These issues must be brought to the attention of the principal immediately.

- **Resolution Process**

The direct approach involves clear and polite request for conversation regarding

the problem. This is best done at least one day after the incident when calm tempers prevail. Examples of behavior warranting this approach include:

- A coach asking a parent or spectator to be more positive when supporting the team
- A parent speaking to a coach about being more encouraging rather than critical when addressing the team during breaks

The indirect approach involves the parties concerned meeting, either together or separately depending on the situation with the principal to resolve the problem. This would be appropriate when:

- The complaint is of a serious nature
- The direct approach has not worked

Code of Conduct for Coaches/Athletic Staff

Coaches and athletic staff will:

1. Lead the team in prayer before each practice and competition.
2. Exhibit high moral character, behavior and leadership.
3. Never place the value of winning, or his/her own personal satisfactions, above the value of instilling the ideals of character and Christianity that are consistent with an Assumption School education.
4. Support and follow all Archdiocesan, school and league policies regarding athletics programs.
5. Work collaboratively with other school, league and Archdiocesan officials in reviewing the athletics programs, policies and procedures to make the sporting experience more beneficial to the students.
6. Respect the integrity and personality of the individual athlete.
7. Abide by and teach the rules of the sport.
8. Set a good example by refraining from arguments in front of players and spectators, gestures which indicate disagreements with or disregard for officials or opposing coaches and throwing objects.
9. Set a good example by publicly shaking hands with officials and opposing coaches in welcome, gratitude and congratulations.
10. Respect the integrity of the officials.
11. Display modesty in victory and graciousness in defeat in public and meeting with any media.
12. Confine the remarks to game statistics and to the team's performance.
13. Instruct players and spectators in proper sportsmanship responsibilities and demand they make good sportsmanship.
14. Not using profanity, obscene language or improper actions; nor shall they allow students to do the same.
15. Refrain from using alcohol or tobacco during practices and competitions and take an active role in preventing students from using such products.
16. Encourage parent/guardian participation and observation as is practicable.

Code of Conduct for Athletes

The student-athlete in Assumption School will:

1. Start every competition with a team prayer.
2. Act in a Christian manner exhibiting good sportsmanship both on and off the court/field keeping in mind that he/she is an official ambassador of Assumption.
3. Respect opponents, officials, coaches, teammates and spectators always.
4. Remember that participation is a privilege not a right.
5. Remember that participating in an athletics program is an opportunity to have fun and not focus on just winning or pleasing others.
6. Welcome opponents and congratulate them sincerely at the end of the competition.
7. Be a good sport; applaud all good plays regardless of which team did so.
8. Accept both victory and defeat with pride and honor and never be boastful or bitter.
9. Maintain grades by giving the best effort to academics.
10. Display good behavior in school and at any school event.
11. Listen to and learn from the coach.
12. Work hard to improve skills and help the team.
13. Follow all the rules and regulations set by the coach, school, sport/league and Archdiocese.
14. Cooperate with officials, coaches, teammates and opponents as without them there'd be no competition.
15. Respect the judgement of the officials. Never argue or show disrespect to the officials or opposing coaches.
16. Attend all practices and competitions. If not able, the athlete or the parent/guardian should notify the coach in advance.
17. Respect school property at all venues; do not destroy or damage property.
18. Return all school property, including uniforms, to the coach in a timely manner and in good condition.

Code of Conduct for Parents/Guardians

The parents/guardians of a student-athlete in Assumption School will:

1. Model Christian behavior of a student-athlete, spectators and coaches.
2. Encourage good sportsmanship, effort and teamwork.
3. Remember that a ticket or admission to a competition is a privilege.
4. Learn the rules of the sport to understand and appreciate why certain situations occur, or respectfully inquire about such situations after the competition.
5. Be respectful by refraining from yelling, shouting, arguing, gesturing inciting other spectators to such behaviors.
6. Make sports a part of your child's life but not everything in his/her life.
7. Keep winning and losing in perspective; help your child to do the same.
8. Help your child keep academic requirements as well as team requirements.
9. Let the coach guide and instruct your child.
10. Compliment and encourage all players, never ridicule or yell at a child for a mistake or losing.
11. Support all efforts to remove sportsman behavior from the program.
12. Refrain from using alcohol, drugs and tobacco while still on/near site of competition.
13. Return all school property in a timely manner and in good condition. Parents are responsible for replacing or repairing missing, damaged or destroyed property.

Code of Conduct for Spectators

All spectators at Catholic school sporting events will:

1. Model Christian behavior for all students, spectators and coaches remembering that they represent the school in the community and at the sporting venue.
2. Encourage good sportsmanship, effort and teamwork from the student-athlete, coaches and spectators.
3. Remember that a ticket or admission is a privilege.
4. Be respectful by refraining from yelling, shouting, arguing, gesturing inciting other spectators to such behaviors.
5. Remember that athletic experiences are learning opportunities for the players.
6. Keep winning and losing in perspective.
7. Let the coach guide and instruct the team during competitions and practices.
8. Compliment and encourage all participants. Never ridicule or yell at a child for making a mistake or losing.
9. Support all efforts to remove unsporting behavior.
10. Refrain from the use of alcohol or tobacco before and during competition and/or after competitions while still on/near site of the competition.
11. Use only those cheers that support and lift the teams involved.
12. Refrain from damaging or destroying the property of the school hosting the event.