

SAINT BRENDAN SCHOOL

ATHLETIC HANDBOOK

2018 - 2019



BEARS



**Saint Brendan School Athletic Handbook
2018 – 2019**

**A Reference Manual for:
Coaches, Athletes, Parents, Faculty, and Administration**

The purpose of the Saint Brendan School Athletic Handbook is to provide an understanding and appreciation of the athletic program, and to enhance communication among the coaches, athletes, parents, faculty, staff, and administration. This handbook contains most of the practices, policies and regulations that govern extracurricular athletics at Saint Brendan School and the guidelines that have been set forth by the Catholic Youth Organization of Los Angeles. The Athletic Director and Principal have approved the policies in this handbook. The entire handbook will be reviewed annually by the Athletic Director, the faculty, the staff, and then approved by the Principal.

Finally, the Athletic Director and Principal reserve the right to make changes to this handbook as deemed necessary. Parents will be notified in a timely manner of any changes or updates to the handbook.

Abel De Luna
Athletic Director

**SAINT BRENDAN SCHOOL
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MISSION STATEMENT

The objective of the athletic program at Saint Brendan School is centered in the belief that participation in sports helps toward the development of a child into a whole person. The program's goals are:

- A. To give a child the opportunity to discover and develop his or her physical abilities.
- B. To teach the fundamentals of sports.
- C. To encourage a competitive spirit within the framework of Christian teaching.
- D. To develop a proper and responsible attitude toward victory and defeat.

Beginning in fifth grade, Saint Brendan students may take advantage of the school's traditionally successful athletic program, which competes in the CYO (Catholic Youth Organization) League, a competitive sports program involving local Catholic parochial schools.

ATHLETIC TEAMS

The following sports are offered at Saint Brendan:

Fall – Varsity and "B" Flag Football
 Varsity and "B" Girls Volleyball
 Coed Cross Country*

Winter – Varsity and "B" Boys Basketball
 Varsity and "B" Girls Basketball

Spring – Coed Track and Field*
 Varsity and "B" Boys Volleyball
 Varsity Boys Soccer
 Varsity Girls Soccer

Year Long – Golf*

Other sports may be added as they become available and we have sufficient participation.

*Students may compete in Golf, Track & Field and Cross Country beginning in 3rd Grade

ATHLETIC ELIGIBILITY

Any athlete who fails to maintain a C (75%) or higher in each academic subject may have his/her eligibility suspended for a period of time to be decided by the principal, teacher, and/or coach. Athletes are expected to maintain a B or higher in work habits and behavior in each academic subject. If an athlete's work habits or behavior grade drops below a B, he/she may have his/her eligibility suspended for a period of time to be decided by the principal, teacher and/or coach. Each athlete's performance in the classroom is ultimately evaluated by the principal and any athlete can be suspended at any time for not maintaining high academic and/or moral standards in the classroom.

SIGN-UPS AND TEAM SELECTION

One week notice will be given before sign-ups. Students will not be accepted after the specific deadline. Signing up does not guarantee acceptance on a team. Teams will be selected a few weeks prior to the season's opening. Teams will be in compliance with League standards.

After team sign-ups, cutting from that team may be made when the number of players exceeds the number a coach can effectively supervise and transport (CYO Handbook).

It is our policy to accept a higher grade student over a lower one, all things being equal, which includes athletic ability, attitude, behavior, cooperation and coachability.

CONDUCT EXPECTATIONS FOR TEAM MEMBERS, COACHES AND PARENTS

- Players who have made a team's roster must make a commitment to the team, the coach and their teammates. Participation in practices and games is not an option, but a requirement. While absences may be excused in some cases, coaches reserve the right to "bench" a student if he/she is habitually late or absent from practices and games. Any player having three (3) unexcused absences from practice or an unexcused absence from one (1) game will be dropped from the team.
- Any player may be dropped from a season's sport if his/her school effort and/or conduct is not acceptable. Final decision is up to the discretion of the Principal.
- Any player cut or dropped from a team must be notified privately by the coach.
- Unsportsmanlike conduct, abusive language, profanity and/or fighting between team members, parents, and/or officials will not be tolerated. Continued misconduct from either the player or the parents will result in a student's dismissal from the team.
- A coach shall be held responsible for the conduct of his or her team at all practices and games.

- The coach must establish high standards of conduct and behavior and tolerate nothing else. These high standards for the team, the school, the coach and the parish cannot be compromised in order to win. The tradition of good sportsmanship must be a prime objective for everyone. The coach must set the climate of behavior for the team and spectators. The coach must demonstrate through his/her own behavior that he/she values self-restraint, fair play, and sportsmanlike conduct, while in no way lessening the importance of his/her team striving for their personal best.
- No coach or parent/spectator will in any way or manner either physically or verbally, abuse any player at any time.
- All team members, coaches and parents are expected to show respect at all times.

PARTICIPATION FEE

There is a participation fee per athlete, per sport. Most sports fees are \$40 per season as noted in the Student Handbook, however some sports will require a higher fee. If the fees are a financial hardship, please contact the Athletic Director or Principal. Families should fill out the attached Athletic Fee Form and return to the school office along with a check for the appropriate amount due.

PLAYING TIME

Playing time at the JV and/or "B" level should be distributed equally. This level is deemed "developmental" and the philosophy is that everyone plays, in every game, for as equal an amount of time as possible. Practice attendance may differentiate playing time. The focus of the "B" level shall be on a basic understanding of the game rules and game strategies as well as further development of fundamental skills.

Playing time at the Varsity level is not mandated, nor is it distributed equally. Playing time is based solely on the discretion of the head coach, a player's ability and the competitive circumstances of the game. However, Varsity head coaches should make every effort to provide every player on their roster with as much playing time as possible throughout the course of the season.

PRACTICES

Practice days and times are designated by the coaching staff. It is suggested that practices, regardless of competitive level, takes place at least two days per week. SBS requires coaches to be flexible in allowing students to participate in other non-athletic activities during their sport season. Coaches are asked to collaborate with players, parents and activity moderators to allow players to share practice time between two endeavors without the threat of penalty.

PRE-GAME PRAYER

The CYO is a Catholic athletic program. In light of the philosophical objective to develop Catholic community and to remember Christ's presence in our lives, including athletics, every Athletic Event shall begin with a group prayer between the two Schools at center court or midfield.

PROPER SPORTS ETIQUETTE

All spectators at SBS sporting events are reminded of the importance of being a good role model and representing the SBS school community.

No player, parent or family member should ever address a referee or opposing player with concerns at any time. Coaches should communicate officiating inquiries to referees with calm and respect, and should never visibly argue with officials or engage in heated interaction at any time.

Player or families who do not demonstrate proper sports etiquette may be asked to leave their game and/or be dismissed from the team.

PROTOCOL FOR ADDRESSING CONCERNS REGARDING SPORTS

It is important to speak first with the coach regarding any sports related inquiry and/or concerns. If a concern is not brought to closure after reaching out to the coach, parents are asked to contact the Athletic Director.

SCHEDULING & RE-SCHEDULING OF ATHLETIC EVENTS

Game schedules are typically set at a pre-season meeting which is held several weeks prior to the beginning of the season. Once a schedule is set, games will only be cancelled or rescheduled due to unforeseen circumstances or inclement weather. Team and venue availability may also result in the rescheduling of games.

SUPERVISION

All school athletic activities must be supervised by a coach. The following practices and safeguards should be met at all times:

1. A coach must be present at all games and practice sessions.
2. Coaches must make every effort to prevent accidents.
3. Individuals are not to be given permission to use school facilities for activities such as shooting baskets, etc. Such activities can be carried on only when they are under the supervision of a coach.
4. When a practice or game has concluded, a coach must stay until the last athlete has been picked-up by their parent and/or guardian or, if the practice is being held on campus, a coach must ensure that the athlete has checked themselves into after-school care.

The designated after school practice hours (window from 3:00pm to 5:00pm) are for the participants **only**. No other students are permitted to be on the school grounds unless accompanied by a parent, or registered in after-school care.

TRANSPORTATION POLICY

Transportation for athletic events is not organized by SBS. Each athlete is responsible for their own transportation to off campus facilities and events. Ride requests and confirmation of such are to be made by parents, not students. Car pools are often organized by team parents. Please note, if you are transporting athletes other than your own child to an event and are leaving from the SBS campus, it is required by the Archdiocese that the school office have copies of your driver's license and proof of auto insurance on file. Permission slips and medical release forms will be required from each team member.

UNIFORMS

All sports uniforms are provided by SBS or in cases when they are not, an order will be facilitated by SBS. Uniforms are distributed and redistributed each season and replaced as necessary. At the conclusion of the season, the uniform must be returned. All uniforms are expected to be returned in an acceptable and clean condition. Any uniforms returned with damage that is not due to normal game wear may result in a fee being assessed.

AWARDS NIGHT

There will be two Awards Nights after athletic seasons are completed. All team members will receive a Certificate of Participation. In addition, the following awards are presented for each team:

Most Valuable Player

Coach's Award

Most Improved

All team members must complete their commitment in order to be eligible for the above awards.

APPENDIX A: CYO POLICIES AND PROCEDURES

COACHES RESPONSIBILITIES AND CODE OF CONDUCT

The coach in the CYO plays a vital role in the student athlete's experience in team sports. CYO views each coach as a youth minister in a Catholic environment. In light thereof, each coach shall act, speak and dress in a manner consistent with the accepted code of Catholic Christian morality and professional ethics as based on the Code of Ethics as outlined by the ADLA, Department of Catholic Elementary Schools.

The following is a list of requirements and responsibilities for individuals to coach a team with a CYO School:

- A Head Coach must be at least eighteen years of age and have completed the ADLA Coaches Certification Program (see Section 3 below).
- First Aid and CPR Certification is strongly recommended and a coach should have access to a first aid kit at all practices and games.
- A coach must maintain all emergency medical information for each student athlete at all practices and games.
- A coach is required to review, understand and abide by the underlying policies, procedures, rules and regulations contained in this Governing Manual.
- A coach must have a basic understanding of the rules of the sport/competition they are coaching, including the Athletic Event Competition Rules for the sport he/she is coaching, contained in the Appendix.
- A coach must ensure that all equipment and playing fields (to include weather conditions) are safe and in accordance with this Governing Manual, including the Athletic Event Competition Rules.
- A coach is responsible for the conduct and supervision of the student athletes and the spectators for his/her team as well as supporting the officials' decisions during the game. In light of this, prior to the start of the season for any Athletic Event, CYO recommends that each coach conduct a meeting for the parents of the student athletes on his/her team to ensure that everyone thoroughly understands the policies, procedures, rules and regulations contained herein.
- A coach is ineligible to coach or assist more than one team in the same conference and shall not officiate a game in his/her conference unless approved by coaches of both teams.
- A coach shall not appear in an intoxicated condition or have in his/her possession any alcoholic beverage or illegal substance.
- A coach shall not verbally or physically abuse or assault anyone or threaten to physically attack anyone.
- A coach will also take seriously their role as a mandatory reporter of suspected child abuse.

A coach ejected from an Athletic Event will automatically be suspended for a minimum of the next two conference games, play-off games or competitions. If the ejection occurs in the last game of the season, any penalty will carry over until the next game individual is coaching.

Any individual who coaches a team without a coach's certification card and is ejected from an Athletic Event, such individual will not be allowed to coach for the remainder of the school year and will not be reinstated for the following school year until he or she obtains a Coaching Certification Card.

APPENDIX A: CYO POLICIES AND PROCEDURES, cont.

If a coach is ejected during the last game/competition of the season, the suspension will carry over to the next sport/competition he/she coaches. The coach must notify the Administrator and CYO of any ejection within twenty-four hours. A suspended Coach who participates in a game/competition will cause that game/competition to be declared a forfeit and he/she will be subject to disciplinary action by CYO.

Prior to coaching or assisting in any practice, game or competition of any sort for a School, an individual must obtain either a Coaching Certification Card or a Temporary Coaching Certification Card. This reflects that the coach has been trained with respect to three areas: (1) Safe boundaries with the youth; (2) Health and safety concerns; and (3) Character development of all participants.

Schools may utilize minors as young as 16 to act as Assistant Coaches provided they meet the CYO requirements for participation. Any minor who is enlisted to coach must be supervised by an adult at all times when in contact with the student athletes.

SPORTSMANSHIP FOR STUDENT ATHLETES

It is the responsibility of each School, its Administrators and Coaches to ensure that each student athlete abides by the CYO Sportsmanship Code of Conduct for Student Athletes. A student athlete shall always endeavor to be Christ-like in his/her actions, words or body language and shall not:

- Verbally or physically assault anyone.
- Refuse to abide by an official's decision.
- Refuse to be respectful toward an opponent, coach, official or spectator.
- Employ or use dishonest means or tactics.
- Engage in objectionable demonstration of forceful actions such as throwing ball(s) or equipment, or kicking wall(s), equipment, benches, etc...
- Use profane, obscene or vulgar language, taunt or bait anyone.
- Use tobacco or any form of tobacco products or illegal drugs.
- Attempt to focus attention upon him/her with any delayed or prolonged act.
- Publicly discuss his/her negative opinion of an official, official's decision or the CYO.

Violation of the CYO Sportsmanship Code of Conduct for Student Athletes, which shall be determined by the assigned official for the game/competition, shall result in immediate ejection from the game. If the official's decision is not obeyed, the official has the authority to declare the game/competition forfeited by the offending team. If warranted, further action may be taken by CYO.

Any student athlete ejected from an Athletic Event will automatically be suspended for a minimum of the next two conference games, play-off games or competitions. If a student athlete is ejected during the last game of the season, the suspension will carry over to the next sport/competition he/she enters. The coach must notify its school administrator of any ejection within twenty-four hours. A suspended student athlete who competes in a game/competition will cause the game/competition to be declared a forfeit and the student athlete and coach will be subject to disciplinary action by the CYO on an individual basis.

APPENDIX A: CYO POLICIES AND PROCEDURES, cont.

SPECTATORS

It is the responsibility of the Coaches and Administrators to ensure that spectators abide by the following rules. A CYO spectator shall not:

- Be on the playing field or court during the game/competition.
- Shout instructions or criticism to anyone.
- Use profane, obscene or vulgar language.
- Verbally or physically abuse or assault anyone.
- Approach an official, supervisor, coach or anyone else associated with the event.
- Appear in an intoxicated condition or have in his/her possession any alcoholic beverage or illegal substance.

Violators of the CYO Spectators Code of Conduct, which shall be determined by the assigned game/competition official or supervisor, may result in removal from the facility. If the officials' or supervisor's decision is not obeyed, the official has the authority to declare the game/competition forfeited by the offending team. If an offending party is not affiliated with either playing team, representatives from both Schools should work together to resolve the matter. If warranted, further action will be taken by CYO Staff.

For further information regarding the policies, procedures, and individual game rules as mandated by the Catholic Youth Organization, please consult the CYO Manual. A copy may be obtained by going to: www.cyousa.org.