**St. Joseph School**

**Athletic Handbook**

**Created: March, 2018**

**Revised: May, 2018**

**Extra-Curricular Programs**

St. Joseph Catholic School has outstanding extracurricular programs. The school will attempt to provide equal sports opportunities for both boys and girls. Students may participate in extracurricular activities if they meet eligibility requirements, have a current sports physical examination on file, are adequately covered by insurance, and have an acceptable attitude. Coaches or teachers have the right to request suspension from extracurricular activities, and the principal will have the authority to take the necessary action after consideration of the facts.

Participation in extracurricular programs is a privilege, not a right. Therefore, students forfeit this privilege if behavior, academic standards and financial obligations are not met. Extra-curricular activities do not take precedence over academics; they work in cooperation with academics.

***Philosophy***

The activities’ program at St. Joseph Catholic School adheres to the mission and philosophy of the school and the Diocese of Peoria. The programs are based on the strong belief that extracurricular activities are educationally sound and that they play an important part in the development of the participant's physical, mental, emotional, and moral growth. The element of competition and winning exists; however, it will not be the sole determining factor in developing the scope and nature of the athletic or other extracurricular programs. St. Joseph Catholic School believes that this is educationally sound, for it offers training for living in a society that is based on cooperativeness and competitiveness. The basic principles of good sportsmanship and high ethical standards should prevail at all times in order to enhance the educational growth of the student participants. St. Joseph Catholic School extra-curricular programs emphasize student learning rather than winning games and contests.

The conduct of players, cheerleaders, coaches, and fans should characterize the philosophy of Christian sportsmanship. It is hoped that this philosophy will extend beyond the coaches, players, and cheerleaders, to all students and adult fans at the games, meets, and events. Please also refer to the *Diocesan Athletic Handbook* located on the school website and the Diocese of Peoria website.

At St. Joseph Catholic School we believe that each person is a unique creation of God and that every child has been given special gifts and talents. It is because of this philosophy that we offer enrichment and extracurricular programs to our students. Listed below are some of the enrichment and extracurricular programs currently offered at St. Joseph Catholic School:

Activities  Grade

Band  4 – 8

Baseball    5 – 8 (girls may participate, if no softball offered)

\*Basketball  5 - 8

Cheerleading   7th & 8th girls only

Choir   4 - 8

Cross-country       5 – 8

Declamation 5 - 8

Destination Imagination   4 - 8

Scholastic Bowl     6 - 8

Softball   5 – 8 (boys may participate, if no baseball offered)

Student Council     7 - 8

Track   5 - 8

\*Volleyball   5 - 8 (girls only)

\*4th grade may be added to these sports only, at the discretion of the Principal and Athletic Director.

***Guidelines for Student Participation***

Students may participate in athletic and/or extracurricular activities if they meet eligibility requirements:

1. Students must have a permission slip on file in the school office to participate
2. Students must have a current sports physical examination on file (only for baseball, softball, cheerleading, basketball, volleyball, cross country, track)
3. Students are adequately covered by insurance (must have proof on file with school office)
4. Student must have paid the activity fee before the first practice or performance.  In cases of hardship, please contact the principal to arrange a payment plan
5. Students have returned the Diocesan consent and liability waiver, the student/parent code of conduct with parent/guardian signature and the Concussion Form with signatures
6. Students will have an acceptable attitude

***Code of Conduct***

Student-Athletes are expected to model appropriate Christian behavior at all times. They must also achieve academically the standards set forth by the IESA, or school, depending on the activity.

Only Full-Time Students enrolled at St. Joseph School will be allowed to participate in school extracurricular activities.

There are two types of conduct detrimental to participation in extracurricular activities here are St. Joseph. The first conduct would be when an student-athlete receives a Technical Foul. This type of action is when a referee assesses a technical foul due to the play of the student-athlete, be it verbal or physical. The second type of conduct would be Ejection. This occurs when a student athlete is deemed ineligible to play by the referee for actions detrimental to the play of the game. This can also happen when a technical is assessed and is the last foul an athlete has, which disqualifies the student from competition.

Any student-athlete who receives a technical foul will have the following steps taken:

-First Offense Will receive a one-game suspension from the sport the violation took place.

-Second Offense Will receive a three-game suspension from the sport the violation took place.

-Third Offense Automatic removal from the team for the rest of the academic year.

(It is the coach’s discretion whether or not the student-athlete can remain in the game, if assessed a technical foul during a contest.)

\*Please note: A suspension, if done at the end of a season, will carry over to the following year until the suspension action steps have been fully met.

Any student-athlete who is ejected will have the following steps taken:

-First Offense Will receive a two-game suspension from the sport the violation took place in and will not be allowed to practice with the team until the suspension is lifted or fulfilled.

-Second Offense Automatic removal from the team for the rest of the academic year and may face further disciplinary action at the discretion of St. Joseph School staff.

\*Please note: A ejection, if done at the end of a season, will carry over to the following year until the ejection action steps have been fully met.

***Eligibility Requirements***

Requirements for meeting eligibility will include the following:

1. Students participating in extra-curricular activities or sports must meet standards set by Illinois Elementary School Association (I.E.S.A.).
2. Eligibility will be taken weekly during the season of the sport or activity.  Grades will be checked at the beginning of each week in the following subjects areas: Math, Science, Social Studies, Religion, Language Arts, Spelling, Music, PE, Spanish, and Computers
3. Students must be doing overall “C” average work when all subjects are averaged together.  There must be no F’s or U’s.
4. At the beginning of each nine weeks, eligibility will be averaged after the second week of grades.
5. If a student is failing any subject, he/she will be ineligible Monday through Sunday and must raise his/her grade to meet eligibility requirements in order to be reinstated for the following week.
6. If a student is receiving a D in any subject, he/she will be on probation Monday through Sunday and must raise his/her grade to meet eligibility requirements in order to come off of probation for the following week.
7. Students, who do not meet eligibility requirements will not be allowed to practice, participate or perform for that week.
8. Students who become ineligible for three weeks in a row will no longer be a part of the team/participate in the activity for the remainder of the season.
9. Students who chose to participate in practices, games, and/or performances while ineligible will be immediately removed from the extra-curricular activity and/or athletic team for the season. If the Head Coach allows an ineligible player to practice/play with the team, they will also face suspension, at the discretion of the Principal and Athletic Director.
10. The student must be in attendance a half day of class the day of a game/meet/performance in order to participate.  The Principal, only in consultation with the Pastor, must approve exceptions.  An example of an exception would be when a student needs to attend a funeral.
11. The Principal only, in consultation with the Pastor, can make exception to eligibility rules within the I.E.S.A. regulations, as well as reinstatements.
12. All parents and coaches will be notified on Monday of those students who are ineligible.
13. Students who receive a detention will be suspended from extracurricular activities (including practices) until they serve a one week suspension (which beings the day the detention is served); in-school suspension for two weeks and an out-school suspension he/she will be removed from the activity/team. The suspension will begin the day the detention is served.
14. If a student is removed from an activity/team, then they will forfeit all awards for that activity/team.

(All eligibility decision, actions, etc. are also at the discretion of the Pastor, Principal & Athletic Director)

***Responsibilities of Student Involvement in Extra-Curricular Activities***

All student athletes, contestants, and cheerleaders will be expected to maintain standards as defined below:

1. To be in attendance at least a half day within the classroom the day of the game/event.
2. To be present at all practice sessions and games unless excused by the coach.
3. Notify prior to the start of practice or a game, with an explanation either verbally or written and signed by the parents, in the event of an absence from practice or game.
4. To keep his/her uniform neat and clean and to return the uniform at the end of the season.
5. To pay the cost or replacement for any damaged uniform.
6. To take proper care of all equipment used.
7. To cooperate with and show respect to all coaches, supervisors, school personnel, referees, school property and opponents
8. To play or cheer to the best of their ability.
9. Use of vulgar language or outburst of temper will not be tolerated.
10. Use of tobacco, alcohol, substance abuse, or any substance that alters mind, body or performance will disqualify the participant from team membership.
11. Any act that is a felony or misdemeanor will disqualify the participant from the team membership.
12. To abide by the above listed eligibility rules.
13. To abide by the coach’s rules within the various activities.
14. To promote a positive work ethic for personal growth and team development.

Students who are at school before or after normal school hours for extra-curricular activities are expected to abide by the same rules and expectations that students are required to maintain during school hours.  There should be no running around on the stage, on the stairs, in the hallways, or in the cafeteria. No Student should ever jump off the stage for any reason, at any time.  Anyone who leaves the building without their parent or responsible adult will receive an in-school suspension.  In addition, the following applies specifically in regard to sporting events:  1) soft drinks and food are not allowed off the stage area.  No student should be on the stairs, in the entryway off the cafeteria - students who attend the game with their parents or who are dropped by their parents should be on the stage watching the game and supporting our teams.  Students who choose to do otherwise will receive a school detention.  Dress to events in the school building and dress while representing our school at games and events should reflect the rules that apply to free dress during school days.   St. Joseph Catholic School reserves the right to remove student athletes, contestants, and cheerleaders from any school-sponsored activity if continued, inappropriate behavior occurs during the event.

***Guidelines for Parents/Legal Guardians***

Parents or Legal Guardians are the first teachers of faith formation in their children’s lives.

Display of Christian conduct is paramount to modeling what is expected of one’s own child. Parents and legal guardians represent themselves, their children, the coaching staff and the St. Joseph school community. Encouragement and positive role modeling through acceptable words, actions and support of St. Joseph School’s policies and administrative regulations, give evidence and example of commendable sportsmanship.

It is a gift to Student-Athletes when their Parents and Legal Guardians emphasize good sportsmanship rather than excessive competition and when they praise rather than criticize the efforts of their children, their children’s teammates, opposing team members, coaches and officials. We also advise that a cooling off period of 24 hours happen prior to any Parent or Legal Guardian contacting any coach, AD or principal to allow for a period of reflection prior to conversing about a situation they feel needs attention.

It should be remembered at all times that the program belongs to the children.

Parents or Legal Guardians of students who participate in basketball and volleyball, must also sign up for the required number of slots to volunteer at during their individual sports seasons, in order for our programs to succeed. \*Please note, students who participate in Girls & Boys Basketball and Cheerleading must also help volunteer during the 7th Grade Michael Honan Tourney.\* This number will be determined by the Principal and Athletic Director, based on student participation. Sign-ups will take place on the Sign-Up Genius program. Failure to sign up for the required number of slots, at the time determined by the Principal and Athletic Director, will result in the parent being signed up for the slots they have to work by the School. Once the schedule is finalized, it is the responsibility of the Parent or Legal Guardian to work the slot, or find a replacement if unable to work. Failure of a Parent or Legal Guardian to work a shift will result in the following consequence:

First Offense - $20 Fine and Student Suspension from the next contest in the particular Sport.

Second Offense - $20 Fine and Student Suspension from the next 2 contests in the particular Sport.

Third Offense - $50 Fine and Removal of the Student from the particular Sport.

***Guidelines for Spectators***

Spectators have distinct roles as participants at athletic events. While they may be considered guests, they are bound by the same rules of conduct as student-athletes, their coaches and moderators and parents/legal guardians. We ask that any spectator be respectful of any player, coach, official and other spectators and display good, Christian behavior.

The Principal, Athletic Director, coaches and officials have the right and the responsibility to eject spectators whose behaviors are unacceptable. If a Spectator (associated with St. Joseph) is ejected, they cannot attend the next St. Joseph home event, in which the ejection took place. If the ejection was at the last game of a season, the penalty will be served during the next sport season, or school year, in which they want to attend a game.

***ATHLETIC DIRECTOR***

The Athletic Director will be selected and approved by the Principal & Pastor and will be directly responsible to the Principal.

The Athletic Director will meet the following requisites before being employed:

- Completion of Safe Environment Training (SET)

- Background check and fingerprinting (cf. Diocesan Policy C-403)

- Screening for drug usage, if paid (cf. Diocesan Administrative Regulation C-312)

- Bloodborne Pathogens (annually)

- CPR and AED training

- Submission of a resume

- Meeting for the purposes of discussing athletic philosophy, duties and responsibilities with the Principal

- Understanding and agreeing to abide by the policies and regulations set in the Diocese of Peoria Athletic Handbook and the St. Joseph School Parent/Student Handbook

The Athletic Director will oversee all aspects of the athletic program, working in close collaboration with the Principal in matters beyond routine responsibilities. Examples of collaboration include fundraising decisions, purchase of uniforms, purchase of equipment, athletic activities that require transportation to out of town locations and significant concerns warranting administrative guidance.

The Athletic Director will maintain a permanent record of coaches’ certifications. A copy of the record should be filed with the school.

The Athletic Director’s agreement will include a job description. (cf. Appendices -Athletic Director Job Description)

The Principal will informally evaluate the Athletic Director periodically.

**Coaches, Assistant Coaches and Moderators**

Coaches and moderators at the elementary school level in diocesan Catholic schools are generally volunteers. They are approved by the Athletic Director, Principal and Pastor and are ultimately responsible to the Principal.

Before coaches and moderators begin the position in any of the sports offerings, they must have completed:

-Safe Environment Training (SET)

- Background check including fingerprinting. (cf. Diocesan Policy C-403)

- Screening for drug usage, if paid. (cf. Diocesan Administrative Regulation C-312)

- Bloodborne Pathogens training (annually)

- CPR and AED training

- Acknowledgement and Adherence to the Diocese of Peoria Athletic Handbook, as well as the St. Joseph School Athletic Handbook.

- The coach/moderator’s agreement should include a job description

- Participation in an annual workshop for coaches and moderators, as needed.

Each coach or moderator must be at least 21 years of age. In the event that someone wishes to coach or moderate who is 18 - 20, he or she may be chosen by the Athletic Director to assist a coach under the guidance and supervision of the coach or moderator. Assistant coaches will be responsible to meet all of the above-bulleted requirements. Careful selection of those expressing an interest to coach or moderate shall be required of the Athletic Director and the Principal. Candidates must have given evidence of their commitment to living Gospel values prior to their selection.

All coaches shall be trained toward the goal of certification. Training should include, but not be

limited to:

• Basic preparation in the Catholic Christian philosophy of coaching

• Risk management and the prevention and treatment of injuries

• Specific sports preparation including rules, practices, organization, skill development and

coaching behavior (including IESA online courses for 7th & 8th grade coaches)

A listing of responsibilities shall be attached to and signed by the coach or moderator. Those responsibilities from a listing in the Appendices should guide each local school in determining what the expected and acceptable practices are. (cf. Appendices -Coach/Moderator Job Description)

Coaches and moderators will:

- Provide each student-athlete with opportunities participate

- Promote good sportsmanship, that is, fairness, respect for opponents and graciousness in winning or losing

- Represent themselves as positive role models to their players, opponents, game officials and the school community

- Pray with the student-athletes prior to the beginning and at the conclusion of practices and games

- Refrain from using alcohol, tobacco & vaping in the presence of student-athletes at school-sponsored athletic events

- Refrain from using abusive and foul language and gestures as well as making inappropriate remarks

- Refrain from berating the efforts of student-athletes

The Principal at the local level will establish a written process for sanctioning misconduct that violates the expected behavior of coaches. Behavioral expectations as well as the sanctioning

Any coach/assistant coach who receives a technical foul and/or ejection will have the following steps taken:

-First Offense Will receive a two-game suspension from the sport the violation took place.

-Second Offense Will receive a five-game suspension from the sport the violation took place.

-Third Offense Automatic removal from the team and any further extracurricular activities the

 rest of the academic year, as well as possibly for future years.

**Structure, Organization and Management**

All students in Grades 5-8 (4th if applicable) may participate in athletic programs offered by St. Joseph School.

Those participating in Grades 5 and 6 specific sports, will be provided with as much participatory time as possible, dependent on attitude, practice attendance & behavior.

Further, it is recommended that students participating at the 7th and 8th grade levels be considered, at the discretion of the coach, to play a portion of every game in order to build individual and team skills and self-confidence.

Approval of all scheduled offerings, requisites for grade participation, duration of each offering and exact dates from beginning practices to final games/contests, will be planned and communicated before each academic year begins.

**Cheerleading**

The cheerleading moderator is under the direction of the Athletic Director.

All cheerleaders and Pom-Pons must follow IESA rules and regulations. (cf. Spirit Rules Book)

If a mascot is used to help with cheerleading and development of school spirit, he or she will follow the student-athlete conduct and academic expectations as listed in this handbook and the St. Joseph School Parent/Student Handbook.

**Games, Tournaments and Practices**

The Principal and Athletic Director will determine the number of games and tournaments at each grade level before the beginning of each school year, following IESA guidelines for those sports they govern.

St. Joseph School will adhere to the following maximum number of games and tournaments each season.

Baseball:

17 games including tournaments

Softball:

 17 games including tournaments

Basketball:

 Grade 5 – twenty-four (24) games including tournaments

 Grade 6 - twenty-four (24) games including tournaments

 Grade 7 - twenty-four (24) games including tournaments, exclusive of the IESA state tournament series

 Grade 8 – twenty-four (24) games including tournaments, exclusive of the IESA state tournament series

Track and Field:

 Twelve (12) meets

 Note: some student-athletes may qualify for regional and state meets beyond the scheduled meets

Cross Country:

 Twelve (12) meets

 Note: some student-athletes may qualify for regional and state meets beyond the scheduled meets

Volleyball:

 Grade 5 – Twenty-two (22) games including tournaments

 Grade 6 – Twenty-two (22) games including tournaments

 Grade 7 – Twenty-two (22) games including tournaments, exclusive of the IESA tournament series

 Grade 8 – Twenty-two (22) games including tournaments, exclusive of the IESA tournament series

Cheerleading:

 Grades 7 and 8 – to coincide with regulated games and tournaments, as well as IESA sanctioned events.

Tournaments

The Diocese of Peoria does not sponsor diocesan tournaments. For this reason no tournaments may be referred to as “Diocesan” or “Diocesan-wide” tournaments.

No school may sponsor league or non-league tournaments requiring overnight stays.

Tryouts

Because of its very nature, trying out for membership or participation on a team is not allowed at St. Joseph School. All students are allowed to participate and be on the team they choose to play on..

At the elementary level it precludes student-athletes’ participation at a period in their lives when opportunities to develop interests and learn fundamental skills should be paramount to excluding them because their abilities are not as obvious as others in their age and grade ranges.

Team Rosters

An official team roster for each sport sponsored by the school must be on file in the school office and with the Athletic Director and the individual coaches or moderators. Rosters will also be made available to the IESA and other schools conducting approved and scheduled tournaments.

The team rosters should contain information only about the student-athletes’ names and birth dates.

Frequency of Participation

Ordinarily, every player should play in every game at the 5th & 6th grade level.

Coaches and moderators at the Grades 7 and 8 levels, based on a competitive season at the IESA level, may use discretion in allowing participation as far as possible based on student-athletes’ attitudes, behavior, attendance and effort at practices and cooperation with coaches, moderators and team mates.

Practices, Games and Tournaments Exclusions

No games or practices, including tournaments or Open Gyms, may be scheduled or played on Sundays.

In addition, no practices, games, tournaments and Open Gyms, may be scheduled or played on Holy Days of Obligation, Holy Thursday and Good Friday.

Practices, games and tournaments will be limited to five days per week, per team. Practices should not exceed one and a half (1.5) hours per day.

Parish events and school events such as seasonal programs, fairs and concerts should take precedence over practice, games and tournaments. Careful scheduling of all such events including athletic scheduling should be precisely planned into each year’s school calendar and placed on the parish master calendar.

Practice schedules will be part of the complete description and the rules and regulations of each sports offering. These will be written and communicated to all participants before the beginning of each season. The Principal will approve all decisions regarding this written notification.

Two (2) licensed coaches or parents, must be present at each practice or game, otherwise the team cannot have a practice or game.

Also, any practice, game or Tournament that is to take place on a Saturday is weather-dependent. The Principal and Athletic Director, will have final say in whether or not any event on a Saturday will take place.

Scrimmages and Drills

All scrimmages and drills with any outsiders will be considered as scheduled games.

Playing Up

In the event that a grade level does not have sufficient members to form a team, the Athletic Director and the Principal may allow student-athletes to play up; however, those playing up will be from the **next lower grade level only**. Any exceptions to this requirement (which would be any grade 2 levels or below the designated grade level for the team) shall be granted by the Principal and Athletic Director on a case-by-case basis. The total number of team members will not exceed a reasonable number if there was a need to have lower grade student-athletes play up. The Principal and Athletic Director will determine what the “reasonable” number is. If kids are allowed to play up, every kid from each grade level allowed to play up, must be asked and given a chance to agree to play. Coaches can not pick and choose who plays up.

If a student-athlete, with the permission of their parent/legal guardian, wants to play up 2 grade levels, the parent/legal guardian must sign a permission from that will stay on file with St. Joseph School giving consent for this to occur.

Complaint Procedures

In the event of a complaint for non-compliance to IESA rules, diocesan policies or local school policies and administrative regulations, a written form should be completed by the complainant and submitted to the Athletic Director and the Principal.

The Principal will make all final decisions regarding complaint resolutions.

Disputes Between or Among Schools

In the event of a dispute between schools with opposing teams, the schools’ Principals and Athletic Directors shall initially meet to address the concern. The Principals will resolve the matter internally.

IESA guidelines should be utilized if the schools involved in the dispute hold IESA membership. If not, the schools may seek a resolution through the Diocesan Office of Schools from the Superintendent or his representative.

Open Gyms

Open Gyms may occasionally be held as gymnasium use permits and the Principal approves. As stated previously, Open Gyms may not take place on Sundays and the additional dates as ascribed.

Coaching, competitive play and offering of critical comments shall not take place during Open Gyms. The minimum standard for supervision of Open Gyms will be two (2) persons who are 21 or older who have completed Safe Environment Training (SET), has had a background and fingerprinting check and has been screened for drug usage, if paid. (cf. Appendices – Diocesan Administrative Regulation C-312)

An adult trained in CPR and the use of an automated external defibrillator (AED) must be present at all times.

Fundraising/Support From Businesses

The Principal shall approve businesses who wish to support logos or signs placed in gymnasiums, products promoted through concessions and business names sponsoring ticket stubs and/or programs.

The Principal will make final decisions regarding the type and number of fundraising projects.

***General Directives***

Travel and Transportation

The Principal will determine the maximum distances for traveling to away games.

Games that may require overnight stays may not be made for any sporting event at the elementary school level.

Weather-Related School Days, Saturdays and Holidays

On school days, Saturdays and school holidays when severe weather conditions may preclude practices, games and/or tournaments, the Principal and the Athletic Director will determine whether or not practices, games and/or tournaments will take place or be cancelled.

A reliable relay system for communicating cancellations or changes to parent(s) or guardian(s) and student-athletes should be planned, written and distributed to coaches and moderators prior to each sport’s season.

Uniforms and Equipment

The Principal shall be responsible for approving the purchase of team uniforms. Uniforms will be issued annually. A timetable for their expedient return will be as followed:

Following the last game, up to 7 days - Uniforms must be turned laundered and clean.

After 7 days and then ongoing - There will be a $10 fine per each 7 days, the uniform is not turned in.

Normal wear and tear is expected. In the event the uniform is returned in less than acceptable condition, the parent(s) or legal guardian(s) will be assessed the cost for its replacement.

Some costs for the completion of the entire uniform will become the responsibility of the parent(s) or legal guardian(s). For example, such items may be shoes, socks, warm up tops and outfits as well as ball caps.

Equipment should be inventoried after practices as well as after home and away games.

Adult Supervision

Adequate adult supervision must be provided to student-athletes every time they arrive, practice, participate in any manner and wait for their rides. It is expected that one of the supervisors will be the coach. However, it is recommended that parents, legal guardians and other adults oversee the student-athletes at all times when they are in the school, on the school premises or at games and contests away from the school.

By the same token, parents and legal guardians must show their respect by bringing their children to events and picking them up at the recommended window of time designated by the school.

First Aid

It is the responsibility of the Athletic Director and school to provide First Aid supplies to the coaches and

moderators. A box that can be accessed only by the Athletic Director, the Principal, coaches and moderators, should contain student-athlete emergency information, the score book and student-athletes’ addresses and phone numbers.

OSHA guidelines must be followed in the event of bodily spills. Disposable gloves and biohazard bags for containment of blood and bodily fluids are mandatory.

Everyone who is at reasonable risk of exposure shall participate annually in a Bloodborne Pathogens information meeting. This universal precautions training will provide basic information regarding exposure to Bloodborne Pathogens including Hepatitis B, Hepatitis C and human immunodeficiency virus (HIV) through bodily blood and fluid spills.

Medications and Supplements

Under no circumstances may medications and/or supplements be supplied, recommended, permitted or dispensed to student-athletes (cf. Diocesan Policy C-310)

Reporting Injuries

Whether at home or away or whether serious or not serious, all injuries must be reported to the Principal, the Athletic Director and the parent(s)/legal guardian(s) as soon as possible during or after an athletic event.

The Principal will determine who is to report an accident/injury to the parents/legal guardians; this administrative regulation will be communicated to the Athletic Director, coaches and moderators.

Awards

Awards including trophies are traditionally part of athletic programs. Factors to consider in selecting awards should be size, cost, appropriateness and proportionality.

Only athletic awards officially approved by the school may be presented to students

***Other Items of Note***

1. Beginning with the 2016-2017 school year, membership in the IESA (Illinois Elementary School Association) will be required.  The Office of Catholic Schools will require all diocesan elementary and secondary schools to be members of IESA for all interscholastic activities and will be governed by the associations’ Constitutions and By-Laws.

2. The Office of Catholic Schools will apply IESA by-laws for all interscholastic activities in which the schools engage in matters of dispute and accountability.

3. Coaches of the interscholastic activities at diocesan schools are required to complete the IESA online coaches’ training education course. This requirement includes coaches that are voluntary or paid. The diocesan school will incur the cost of this online training.

4. All diocesan elementary and secondary schools will appoint an athletic director or co-athletic directors for the school who will serve as a liaison between the diocesan school and the Office of Catholic Schools in matters of communication for the school’s interscholastic activity.

5. In addition, the Office of Catholic Schools will require diocesan elementary and secondary schools to adhere to the following:

∙Maintain personnel files for each coach of an interscholastic activity offered by the school.

∙Require coaches to complete the diocesan Safe Environment Program, CANTS background

check, fingerprinting, bloodborne pathogens training, and CPR training (head coaches, preferred).

∙Begin each interscholastic activity with prayer.

∙Schedule no practices or games on Sundays or Holy Days of Obligation.

∙Schedule a practice no longer than 1.5 hours in length.

6. Any team communication via an App based system, must allow for each parent/legal guardian access to the App. In addition, the AD & Principal must be included in all groups, to allow for proper dissemination of information in a timely manner in case of a scheduling change due to weather, etc.