

St.

Christopher

School

Athletic

Handbook

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A Message from the Principal

The St. Christopher School after-school athletic program is an extension of the mission of our school, calling us to foster, challenge and develop the potential of each child. At the same time, we are called to encourage a sense of responsibility to God, self, family and community. The athletic program, therefore, must provide competition that is driven by Gospel values. It must be an experience that teaches and demonstrates good sportsmanship and respect for all who are involved-players, coaches, parents and fans.

The primary focus of our program is upon developing athletic skills of each individual within the context of team cooperation. Sportsmanship, teamwork and fair play are of primary importance. Winning is secondary, and it should never be at the expense of our Catholic Christian values. The athletic experience here must be a positive experience for everyone.

The Holy Name Society generously funds our after school athletic program. We are grateful for their ongoing support and dedication to providing a quality program for all athletes. The President, Athletic Coordinators, Athletic Director and the school Principal work closely together to ensure that we provide the very best experience possible for our children

Winning is exciting and satisfying, yet it needs to be kept in perspective. Children of all ability levels deserve an opportunity to try their skills and learn from our competitive program.

The objectives of our program are to:

- Teach children how to play the sport, realizing that some are very experienced while others are just beginning. Teaching the sport includes developing skills, explaining rules and fostering teamwork.
- Encourage organized physical activity
- Promote school spirit
- Emphasize a set of Christian values for athletic directors, coaches, participants and spectators by teaching respect for all, building self-confidence, and encouraging a sense of fair play and sportsmanship.

Let this handbook be your guide. Read it thoughtfully to acquaint you with our philosophy and our expectations for all participants – athletic directors, players, coaches and spectators. It is key to the success of our program that you understand, support and embrace our philosophy and the regulations found in this handbook.

Sincerely,

Anne Ivie
Principal

A Message From:

St. Christopher Holy Name Society

The Holy Name Society of St. Christopher Parish would like to welcome all new and returning athletes and their parents to another school year.

The Holy Name Society is proud to support and provide the funding for the entire after school sports program. Our philosophy is that every student in grades five through eight is given the opportunity to participate in all after school sports regardless of athletic ability. Our philosophy is built on giving each student athlete playing time and allowing them to develop their skills as they progress through the upper grades. It is our hope that when the student athlete leaves St. Christopher's, he or she will take with them a feeling of accomplishment, self worth, and the true meaning of "being a team player."

Many hours were spent revising and modifying the sports handbook resulting in this fourth edition. All student athletes and parents should read and digest the contents. The adherence to the stated philosophy, guidelines and regulations are essential to the continued success of St. Christopher's sports program.

It is our intention and goal to continue to foster Christian values amongst student athletes, coaches, parents and all spectators. This goal cannot be achieved without cooperation and communication.

Again, welcome and let us all enjoy the true spirit of athletic cooperation.

Sincerely, Holy Name President

STATEMENT OF
PHILOSOPHY AND
GOALS FOR
ST. CHRISTOPHER
SCHOOL
ATHLETIC PROGRAM

SPOPNSORED BY:

THE HOLY NAME SOCIETY

SAINT CHRISTOPHER SCHOOL /HOLY NAME SOCIETY STATEMENT OF PHILOSOPHY AND GOALS

The coaches, players and parents in the sports program of St. Christopher School are governed by the following philosophy and goals adopted by the Holy Name Society in cooperation with the Pastor, the School Principal, and the Athletic Director:

1. To ensure that each participant selected for the team be given the maximum opportunity to grasp the fundamental skills and philosophy of the game, to experience the nature of competition, and to teach teamwork, sportsmanship, and fair play.
2. To teach the attitude that winning is not an end in itself, but that it is how and in what spirit the game is played, not winning or losing, that is most important.
3. To promote the philosophy that doing less than one's best at all times is a disservice to the league, the school, and oneself.
4. To select a designated number of players to participate on each team.
5. To strive for reasonable participation by team members in every sport.
6. To realize that whether a participant plays and how much a participant plays in any particular game also depends on the player's attitude, respect, attendance at practices and games, and willingness to follow

instructions, all determined at the discretion of the coach.

7. When St. Christopher teams lead by a safe margin, coaches will give preferential playing time to non-starters, not to supercede minimum playing times established on Page 12 of this document.
8. To respect the judgments of the Athletic Director and the coaches made to implement this philosophy and its goals within time, league, physical and budgetary restraints.
9. To, at all times, have respect for teammates, referees, opposing players, St. Christopher coaches, opponent's coaches, parents and players so that such conduct is above reproach.
10. Parents and spectators should respect all participants whether representing St. Christopher or its opponents. Anyone showing lack of respect shall be asked to leave the game premises and additional repercussions may be forthcoming.

COACHES' RESPONSIBILITIES

1. *Practice time is precious. Coaches must use their practice times efficiently. All cancellations or changes in the practice schedule must be approved by the Athletic Director.*
2. *Games schedules are set by the Athletic Director. A*

Coach may not schedule a game or a practice with another team without prior consent and approval of the Athletic Director.

3. *Coaches are responsible for keeping accurate attendance logs. They will provide attendance updates as required by the Athletic Dept.*
4. Coaches must insure that players are in proper uniform for all games. Game uniforms are not to be used during practice. Coaches will inform players of this rule and enforce it.
5. To ensure that all uniforms are returned promptly to the Athletic Dept. at the end of each season.
6. To ensure court or playing field is left in good and clean condition.
7. To distribute practice and game schedules to players as soon as possible.
8. To strictly adhere to the philosophy and goals of the St. Christopher sports program.

**POLICIES GOVERNING
IMPLEMENTATION OF PHILOSOPHY
AND GOALS**

1. Coaches are employees or volunteers of St. Christopher School and the Holy Name Society, thereby accountable to the above for their actions. The Athletic Director has direct authority over the coaches and will represent St.

Christopher and the Holy Name Society to enforce all philosophy and policies whenever and wherever necessary.

2. The Principal shall be involved in the hiring and annual review of the Athletic Director.
3. Any comments regarding the sports program received by the Principal or other parish organizations shall be promptly referred to the Athletic Director and if not promptly resolved, then to the Athletic Coordinators, Holy Name President or Vice President if unavailable.
4. Parents and players will be required to sign the parent-student agreement and medical release form, which will be given to each coach at the beginning of each season. All non-refundable registration fees, parent student agreements and medical release forms must be submitted *prior to tryouts*.
5. The Holy Name Society will make available whatever funds are reasonably necessary to enter into league play as many teams as the Athletic Director determines that league rules will allow and physical facilities will accommodate in order to maximize student participation.
6. *All teams at all grade levels shall be selected so as to form teams of reasonably equal playing ability, with the exception of teams at the 8th grade level. During basketball season and volleyball seasons these teams*
7. ***may be*** selected on the basis of skill. When selected on the basis of skill, one team will be designated as a

*Tournament Team and will play outside the jurisdiction of the Diocese of San Jose Catholic Athletic League East Division. These teams will operate, however, under rules established by the Diocese Athletic Committee. The decision to establish Tournaments Teams is at the sole discretion of the Holy Name Society Sports Committee and will be announced following yearly evaluations (try outs). Should the committee choose **to have** tournament teams, then the players not selected to the tournament team will play under the jurisdiction of the SJCAL East Division. Should the Committee choose **not to have** tournament teams then every effort will be made to form teams of equal playing ability. **When there is more than one team playing at the same level, the teams will be required to play each other.***

8. St. Christopher teams will use the league designations when referring to league teams. 8th grade teams will be designated “A” 7th grade teams will be designated “B” 6th grade teams will be designated “C” and 5th grade teams will be designated “D” teams. When there is more than one team in a division they will be assigned a number such as A1 and A2. This designation is for reference only and does not indicate playing ability of a team.
9. The Holy Name Society continues to make certain that teams are outfitted in the most reasonable fashion possible. New uniforms will be purchased for all divisions as needed.
10. *The Holy Name Society shall continue to require a non-refundable registration fee for each sport.*

If your child does not show up for try outs your registration fee is forfeited and your child will not be allowed to play that season. The registration fee to participate on the track team will be \$100.00 Your check will be held uncashed as long as your child shows up for the track meet. Should your child fail to show you will forfeit the \$100.00 registration fee.

11. In all sports, the Holy Name Society will continue to provide teams with as many tournaments as the budget will permit. Every attempt will be made to provide an equal amount of tournaments for each division. If this is not possible every effort will be made to schedule non-league games.
12. Prior to each sport an inservice will be conducted with the coaches to discuss all aspects of the Holy Name Society philosophy, practice schedules, security and safety, scheduling of games, sportsmanship, uniforms, first-aid, registration and medical forms and the team selection process. As the need arises additional meetings will be scheduled throughout the season to address any problems which might arise. Coaches will be specifically instructed to follow the Holy Name guidelines with regards to the minimum playing times required for each participant. It will be in the coach's discretion as to how he/she meets these minimum requirements.
13. The Holy Name Society will allocate in their budget a specific salary for each team's coach or coaches. In the event a team elects to have co-coaches the

salary shall be divided on a prorata basis among such co-coaches.

14. The Holy Name Society will publish a summary of the sports budget within 30 days of approval by the Holy Name Society Board.
15. *We encourage all players and parents to take seriously their commitment to St. Christopher team sports. Our attendance policy has undergone several changes due to our experiences with attendance at practices and games.*

Attendance Policy for All Sports

First (1) unexcused absence: the player will not start the following game.

Second (2) unexcused absences: the player loses 50% of his/her playing time.

Third (3) unexcused absence: player suits up but must sit out the following game.

Fourth (4) unexcused absence: player and parents must meet with Athletic Director to determine player's status on team.

***An excused absence includes illness (must have been absent from school), death in the family, or prior approval from Athletic Director for academic*

reasons. Approval for academic reasons will not be granted after-the-fact.

16. *Registration deadlines will be strictly adhered to. Failure to meet the deadline will mean your child will not play for that season.*
17. *If your child registers for a sport and misses evaluations (tryouts) without prior approval from the Athletic Director he/she forfeits the season and the \$40 registration fee.*
19. *If your child drops off a team without prior approval from the Athletic Director he/she may not be allowed to participate in the sport immediately following. If this occurs twice, parents and athlete will be required to meet with the Athletic Director and the Principal before being allowed to participate in the after school sports program.*
20. Tournaments shall be treated as a single event. All players are expected to be available for the entire tournament or be excluded from playing at all unless the player was not given two weeks notice. Failure to be available for a tournament or any part thereof will be treated as an unexcused absence. An exception will be made for 8th graders when tournament conflicts with a high school placement exam. In this event the player shall participate in the remaining portion of the tournament. The player shall inform his or her coach at the earliest possible date when the placement exam is scheduled.

SELECTION COMMITTEE

1. *There will be a selection committee used to select all teams. The committee will, as much as possible, insure D, C, and B teams are evenly divided in terms of ability. In the A division, if the HNS Sports Committee decides to host a tournament team, the selection committee shall decide the roster. If there is no tournament team, then the selection committee shall, as much as possible, divide the A teams as evenly as possible based on ability.*
2. The committee shall be comprised of the following people: the Athletic Director, the Assistant Athletic Director, the two Athletic Coordinators and the team head coaches.
3. A minimum of four committee members must be present for the evaluations and team selection.

TRYOUTS

1. During tryouts, each player will wear a numbered jersey in order to be identified or will have his or her name prominently displayed on the back of his or her jersey.
2. *Each committee member will have a copy of the tryout roster and evaluation form.*
3. Each committee member will make an independent evaluation of each player based upon the player's skill level, enthusiasm, attitude and other considerations deemed appropriate by the committee. *Using the form provided, members will rank the athlete's ability.*
4. *Head coaches will not be allowed to select assistants*

until the draft is completed. Occasionally there are circumstances that require that a Head Coach select an assistant prior to the draft. In such cases it shall be only with the approval of the Athletic Director.

TEAM SELECTION PROCESS

- 1. Immediately following tryouts, the committee will meet to rank and draft all players. Any child on the roster, who was not present during evaluations and did not have prior approval from the Athletic Director, will be removed from the roster. The Athletic Director will tally the results of the evaluations. As an example, if there are 30 players to be evaluated for 3 teams with 10 players on each team then the Athletic Director will request that the players as much as possible, be ranked from 1-30. The selection of the 5th, 6th and 7th grade teams shall then be done by a draft. Coaches will alternately select players beginning with those players who's ranking places him or her in the upper half of all players. In the event that a coach or assistant coach has a child on the roster, the committee will decide when to draft the child. If agreement cannot be reached, the Athletic Director will determine when the child should be drafted.*
- 2. If an 8th grade Tournament Team is to be drafted the same process as above will be used. The committee will decide the amount of spots on the tournament roster then will draft for the tournament team. Using the tally method, the players with the highest ranking will be drafted for the tournament team. The remaining players will comprise the League team. The Athletic Director shall decide the amount of League teams.*

3. **SPORTS OFFERED AT
St. CHRISTOPHER SCHOOL**

FALL SPORT SEASON

September-October-November

Boys

Flag Football

Girls

Volleyball

WINTER SPORT SEASON

December-January-February-March

Boys

Basketball

Girls

Basketball

SPRING SPORT SEASON

March-April-May

Boys

Volleyball

Girls

Field Hockey

Girls

Softball

Special Event – **Track Meet** – usually held in the Spring

Minimum Playing Times

Football: All levels 20 plays per game

Softball: 2 innings includes one at bat

Volleyball (boys and girls): 1 game per match

Basketball (boys and girls):

5th & 6th grades: Each player gets at least 2 quarters of playing time per game

7th & 8th grades: Each player gets at least 1 quarter of playing time per game

***With the exception of tournament teams the above playing times include league and non-league games. Playing time for Tournament Teams is the sole discretion of the Athletic Director and staff.*

**GENERAL
INFORMATION
AND
SAMPLE FORMS**

IMPORTANT PHONE NUMBERS

In the event of a problem or concern regarding the athletic program, your first call should be to your child's coach. If you have further questions or concerns contact the Athletic Director. If you continue to have concerns or disagreements contact the persons on the list below in the order they are listed.

Chuck Purdy: Athletic Director 881-3439

Greg Boyd: Assn't Athletic Director 406-1470

Anne Ivie: School Principal 723-7223

Holy Name President

Holy Name Society Athletic Coordinator(s)

St. Christopher School
ATHLETIC PROBATION
(Parent's Copy)

Student Name _____ Teacher _____

Coach _____ Term _____

Date of Probationary Period: from _____ to _____

Athletic team players are expected to earn a "C" or better in conduct, effort, and homework in all subjects. Failure to do so will result in the player being put on probation for two weeks. During this two week probation, the player will practice with the team, and play in any games which may occur during this period. At the end of the probationary period, the principal will send a report form to the teacher from whom he/she earned a "C-", "D", or "F". If no improvement is noted, the player will be removed from the team. If the player fails to present the report he/she will be removed from the team. (#39 Handbook for Students and Parents)

St. Christopher School
ATHLETIC PROBATION
(Principal's Copy)

Student Name _____ Teacher _____

Coach _____ Term _____

Date of Probationary Period: from _____ to _____

Athletic team players are expected to earn a "C" or better in conduct, effort, and homework in all subjects. Failure to do so will result in the player being put on probation for two weeks. During this two week probation, the player will practice with the team, and play in any games which may occur during this period. At the end of the probationary period, the principal will send a report form to the teacher from whom he/she earned a "C-", "D", or "F". If no improvement is noted, the player will be removed from the team. If the player fails to present the report he/she will be removed from the team. (#39 Handbook for Students and Parents)

St. Christopher School Medical Release Form

(Please Print)

Player's Name _____ Birthdate _____

Home Address _____ Phone # _____

City _____ Zip _____ Parent/Guardian _____

I, the parent/legal guardian of the above candidate for a position on an athletic team for St. Christopher School, hereby give my approval to his/her participation in this sport and its related activities. I am aware of the risks associated with this sport and expressly assume all risks and hazards incidental to such participation. I authorize my child to be transported by any licensed driver selected by the staff of St. Christopher's without prior notification to me of the identity of the driver. I do hereby waive release, absolve, indemnify, and agree to hold harmless St. Christopher School, the organizers, officers, supervisors, participants, and persons transporting my child to/from the activities.

My child has the following medical problem which St. Christopher School Staff and coaches should be aware of: (if none, please state so)

Family Doctor: _____ Phone # _____

Medical Facility we use _____ Phone # _____

Medical Insurance _____ Policy # _____

I do hereby authorize any doctor to examine, treat, and/or administer to my child in the event that he/she should be injured or become ill, if my regular doctor cannot be reached or is not able to render immediate emergency service, when it has been determined by an official (coach) that such examination and/or treatment is necessary in their opinion. I also agree that my child can be transported to a proper medical facility and be admitted for care and treatment, if necessary. I realized that injuries can occur, and that immediate examination or treatment may be required for the protection of my child.

I have read the above release and waiver, understand it and agree to its terms.

Signature of Parent/Guardian

Date

Work # _____ Res # _____ Cell # _____

St. Christopher School

Student/Parent Athletic Consent Form

My child _____ has permission to participate in the after school sports program at St. Christopher School. We understand that both parents and students have responsibilities to the team and school. I agree that he/she will participate all season for whichever sport he/she has chosen. I understand that I may take my child from that team, after consultation with the Coach, Athletic Director, Principal, and representatives of the Holy Name Society.

Responsibilities of the parents:

1. Parents are responsible for the transportation of their child to and from practices/games.
2. Parents are encouraged to attend games and to support their child and the school in athletic events.
3. Parents' conduct at practices/games should be supportive and positive towards the players, coaches, referees, and the opposing team.
4. Parents are expected to conduct themselves in a manner that is not embarrassing to or, damaging to the reputation of the team, St. Christopher School and/or Parish Community.
5. A \$40 sports fee, per sport is required from each participant.
6. Uniforms must be returned at seasons end. There is a \$75.00 for failure to return a uniform.
7. There is a \$100 deposit for Track. If player attends all meets it will be refunded.

I have read, understand, and agree to the above.

Parent Signature

Date

Responsibilities of the Student/Athlete:

1. Uniforms must be clean for all games. They must be returned clean at the end of the season.
2. Uniforms will not be worn for any other activity besides games.
3. Players will conduct themselves in a manner that is not disruptive, embarrassing, or damaging to the reputation of the team, St. Christopher School, or the Parish Community.
4. Any player who uses improper language or behavior will be suspended from the next game. Parents will be notified of this action. A second offense will result in the player being removed from the team. No exceptions will be made.
5. Players are expected to earn a grade of "C" or better in conduct/effort/homework in all subjects. Failure to do so will result in the player being put on Athletic Probation. (Refer to Athletic Probation form)
6. Players are expected to attend all practices/games. There are penalties for non-attendance. Parents and players should make sure they understand all attendance requirements before signing this form. For more info on attendance requirements please refer to the HNS website or contact Ed Dolores at 391-3584.

An unexcused absence is the personal illness of the child, a the death in the family member, **or preapproval by the Athletic Director for academic reasons.**

I have read, understand, and agree to the above:

Student/Athlete Signature

Date

Athletic Department Awards

Mike Miner Award

Demonstration of sportsmanship, enthusiasm, school spirit, and team player qualities throughout the St. Chris Basketball Tournament.

Scholar Athlete (Boy/Girl)

Honors Student (3.5 minimum GPA)

Demonstrates sportsmanship, citizenship, and leadership both in the classroom and in athletics.

Participates in a minimum of 2 sports in 7th and 8th grade and has no attendance issues.

Outstanding Athlete (Boy/Girl)

Demonstrates sportsmanship, citizenship, and leadership both in the classroom and in athletics. Participates in a minimum of 2 sports in 7th and 8th grade and has no attendance issues. Displays strong athletic ability in multiple sports

“SC” Block

Given after an athlete’s first 7th or 8th grade season.

Sport- specific emblems

Given to all athletes who complete a sports season.

SC Participation Certificates

Given to all athletes who complete a sports season.