

ST. MARY PARISH ATHLETIC ASSOCIATION PROGRAM HANDBOOK

PHILOSOPHY

It is the primary purpose of the St. Mary Parish Athletic Association to provide an extension of the Christian educational experience. The Parish Athletic Program is designed to provide enjoyable extracurricular activities for children and teach the fundamentals of sports. The program strives to develop self worth, sportsmanship, discipline, sound judgment, and physical well-being.

ATHLETIC ASSOCIATION STRUCTURE

St. Mary Parish Athletic Association consists of all parents of children participating in parish sports programs, coaches, and other volunteers involved in the program. The Governing Board of the Athletic Association has the responsibility for the administration of the various programs. The general membership provides input, suggestions and promotes the programs.

OBJECTIVES

1. Offer a positive Christian learning experience.
2. Foster a sense of sportsmanship – how to win with grace and lose with dignity.
3. Provide an opportunity for wholesome and enjoyable use of time by children through sports activities.
4. Provide an opportunity for parents to become involved in sports programs and to set good examples for their children.
5. Foster teamwork and unity among participants.
6. Aid in physical development and well-being.
7. Teach fundamentals of sports and develop athletic skills.
8. Raise funds to support the athletic programs.

ELIGIBILITY

1. Only students enrolled in St. Mary Parish School or children of registered Parish members actively participating in the St. Mary Parish Christian Formation program may participate in parish athletic programs.
 - a. Christian Formation attendance will be monitored.
 - b. Attendance of 80% or higher for Christian Formation sessions is

required to maintain athletic eligibility.

c. Failure to complete the entire year of Christian Formation Classes will result in ineligibility for the next year's participation.

2. For grades 5-8 a physical examination is required prior to participation every two years typically in 5th and 7th grades. Any new participants will need to have a physical if entering in one of the subsequent years (6th or 8th grades). The health form must be signed by the student-athlete's physician and on file with the Athletic Association prior to participation. Participation includes practice and games.
3. Eligibility will be subject to regulations set forth by the Archdiocese of Milwaukee in addition to those stated in this document.
4. Payment of a participation fee is required as well as any other fee that may be established by the Athletic Association Board.

PARISH ATHLETIC PROGRAMS FOR BOYS AND GIRLS

Basketball:	Grades:	5-8, Boys and Girls.
	Season:	November – March.
	Team Size:	7-15 players.
Track:	Grades:	5-8, Boys and Girls.
	Season:	April-May.
	Team Size:	No minimum or maximum.
Volleyball:	Grades:	5-8, Girls only.
	Season:	September-October.
	Team Size:	6-15 players.
Soccer:	Grades:	5K-8, Boys and Girls.
	Season:	September-October.
	Team Size:	Grade 1: 8 player minimum. Grade 2: 9 player minimum. Grade 3: 10 player minimum. Grades 4-8 11 Player minimum.

Grades 5K-4 sports activities are designed to be recreational. Competitive athletic programs are limited to grades 5, 6, 7, and 8. A student is eligible only to compete for four years, one year at each of his or her grade level of school. Students must play at their own grade level unless classes are combined to form one team. In these cases the team shall play up at the higher grade level. Team members must meet the following age requirements as of Sept 1. 5th grade under 12 years old, 6th grade under 13 years old, 7th grade under 14 years old, and 8th grade under 15 years old.

TEAM FORMATION

1. Participation: All students wishing to participate will be accepted on teams. There will be no tryouts, other than those to assess abilities for the purpose of dividing teams. There will be no cuts except for disciplinary reasons.
2. There will be an annual registration date during the first week of May. All participants are expected to register for parish athletic programs at this time. Registration additions or changes will only be accepted for soccer and volleyball thru June 1 of that year or for basketball thru September 15 of the following school year.
3. Selection of coaches:
 - (a) One head coach is required for each team.
 - (b) All head coaches must be approved and assigned by the Athletic Association Board. Each head coach will pick an assistant coach(es).
 - (c) All head coaches must be at least 21 years old. In the absence of a head coach at a game or practice a person at least 21 years of age (preferably an assistant coach) must assume responsibility for the team.
 - (d) All coaches shall be volunteers. Those interested in coaching should contact the coordinator of the appropriate sport, or a member of the Athletic Association Board.
4. Team size guidelines: The following are guidelines to be used as a baseline for the establishment of team sizes. The team size guidelines may be subject to the discretion of the Athletic Association in establishing team splits.
 - (a) Whenever the minimum player requirement cannot be met, players may be placed on teams at the next highest grade level.
 - (b) Basketball:

Grades 5-8:	2 team split @ 16 players.
Grades 5-6:	3 team split @ 24 players.
Grades 7-8:	3 team split @ 24 players.
 - (c) Volleyball:

Grades 5-8:	2 team split @ 16 players.
Grades 5-6:	3 team split @ 24 players.
Grades 7-8:	3 team split @ 24 players.
 - (d) Soccer:

Grade 5K/1:	2 team split @ 22 players.
	3 team split @ 33 players.
Grade 2:	2 team split @ 26 players.
	3 team split @ 39 players.
Grade 3:	2 team split @ 26 players.
	3 team split @ 39 players.
Grade 4:	2 team split @ 28 players.
	3 team split @ 42 players.
Grades 5-8:	2 team split @ 28 players.
	3 team split @ 45 players.
 - (e) The availability of coaches will also be a factor when determining the final number of teams. Additional teams will not be formed if coaches are not available.

5. Policies for dividing teams:
- (a) Teams at or below 6th grade will be divided equally with respect to skills.
 - (b) Coaches will select players for “equal teams”, equalizing the talent on each team using a draft or other similar system. There will be provisions to place members of the same family on the same team. Assistant coaches will be assigned after the selection of players. Reassignment of players on “equal teams” will be made each year.
 - (c) At the 7th and 8th grade levels teams will be divided into A/B teams.
 - (d) Selection of the A/B teams will be made annually, prior to the beginning of each new season. Team assignments will be determined by tryouts and past performance. A panel consisting of coaches, specific sport coordinators, athletic directors, and independent outside evaluators will make player selections. The independent evaluators will chose approximately 75% of the “A” team roster. The head coach of the “A” team will choose the remaining team members. Players not selected for the “A” team will be placed on “B” teams roster(s).

PLAYING TIME GUIDELINES

It is the intent of the Athletic Association that every player should play in every league regular season game or match. The following playing time requirements are to be followed for all players. Although in 7th and 8th grades there is no minimum playing time requirements for tournaments, as per the Archdiocese rule, each athlete shall play in every game or match. A match is considered a minimum of two games. Players must however comply with the player’s responsibility as outlined later in this document.

- Basketball (league games):
- Grade 5: 9 minutes minimum playing time for every player in every game.
 - Grade 6-8: The equivalent of one quarter minimum for every player in every game.
 - In grade 8, if we have one team in the grade playing in the A league- there will be no playing time rules. Playing time will be at the discretion of the coach.
- Basketball (tournament play):
- Grades 5: 6 minutes minimum playing time for every player in every game.
 - Grade 6: 3 minutes minimum playing time for every player in every game.
 - Grades 7-8: No minimum playing time requirement.
- Soccer (league play):
- Grades 5K-4: Equal playing time for every player in every game.
 - Grades 5-6: Minimum of 20 minutes for every player in every game.
 - Grades 7-8: Minimum of 15 minutes for every player in every game.

Soccer (tournament play):	Grades 5K-4:	Equal playing time for every player in every game.
	Grades 5-6:	Minimum of 10 minutes for every player in every game.
	Grades 7-8:	No minimum playing time requirement.
Track:	Grades 5-8:	One minimum event for every athlete in every meet.
Volleyball (league play):	Grades 5-6:	As close to equal playing time as possible for every player in every match.
	Grades 7-8:	One full game minimum for every player in every match.
Volleyball (tournament play):	Grades 5-6:	One full game minimum for every player in every match.
	Grades 7-8:	No minimum playing time requirement.

NEW STUDENTS

When a new student or parish member enrolls in the St. Mary Parish Athletic Association program after a season has begun that student or parish member is encouraged to participate. However if a sport season has begun and the roster is at the maximum level, that new athlete may practice with the team, but not participate in game competition until a vacancy on the team roster occurs.

SPORTSMANSHIP

St. Mary Hales Corners Parish athletic events should be conducted in such a manner that good sportsmanship prevails at all times. It is an expectation at SMHC Parish that every effort is made by students, athletes, coaches, and parents to promote good sportsmanship and healthy competition. Unsportsmanlike conduct by any student, athlete, coach, or parent may result in consequential action taken by the SMHC Parish Athletic Board and/or school administration.

COACHES RESPONSIBILITIES

1. Follow the guidelines and policies of the St. Mary Parish Athletic Association programs.
2. Assume responsibility for all equipment issued to teams.
3. Hold a preseason meeting with parents of players. This meeting should familiarize parents with practice and game schedules, conduct expected of players, responsibilities of coaches, parents and players and any applicable Athletic Association guidelines or rules.

4. Keep attendance and playing time records for games, as well as all records documenting disciplinary actions and circumstances that may have made these actions necessary.
5. Notify players, their parents and the sport coordinator of any disciplinary action taken against any player involving playing time. If an infraction occurs for which the penalty is one game suspension or more, the matter must be reviewed with the sport coordinator and the Athletic Association directors before any action is taken.
6. Provide players with an equal opportunity to participate in practices, develop their skills, and derive the benefits of the athletic program.
7. Follow the playing time guidelines of their sport.
8. Teach the fundamentals of the respective sports, good sportsmanship, and teamwork.
9. Be present and assume responsibility for players during practices and games, at times that players are asked to report before practices and games, and after practices and games, until players leave or are picked by their parents. Appoint an adult (at least 21 years of age) to assume these responsibilities when it is necessary to be absent from any practices or games.
10. Conduct themselves in a Christian manner that will set a good example for their players and bring credit to themselves and St. Mary Parish athletics.
11. Obtain certification and/or documentation in accordance with archdiocesan, parish And state guidelines.

PLAYERS RESPONSIBILITES

1. All athletes shall maintain the minimum academic standards established by the school that they are attending. St Mary students shall follow the standards in the Parent-Student Handbook.
2. Attend all practices and games. Players should notify coaches in advance when they cannot attend either practice or a game. Unexcused absences may affect playing time and status on the team.
3. Assume responsibility for uniforms and other equipment issued to them by coaches, and return uniforms and equipment in good condition at the assigned time. Uniforms and equipment are only for events sanctioned by the St. Mary Parish Athletic Association.
4. Conduct themselves as ladies or gentlemen, in a Christian manner at all times, before, during and after practices and games. Failure to do so may result in disciplinary action up to and/or including suspension or dismissal from the team. Since players represent St. Mary Parish all school conduct rules apply at all times.
5. Follow principles and practices of good sportsmanship at all times, toward officials, teammates, coaches, parents, members of opposing teams, and all spectators.
6. Maintain themselves in good physical condition. Any player found using or in possession of alcohol, tobacco, or illegal drugs will be dismissed from the team.

7. Respect property and facilities of St. Mary Parish, and all other practice or game/meet sites. Any player found committing acts of vandalism will be dismissed from the team.
8. St. Mary Hales Corners Parish student athletes are expected to exhibit the highest level of sportsmanship during all SMHC Parish athletic events, both home and away. Any athlete that fails to demonstrate sportsmanship will be disciplined by their respective team coach, athletic board, and/or school administration.

PARENT RESPONSIBILITIES

1. Support the teams on which their children participate as well as the entire St. Mary Parish Athletic programs. Parents are encouraged to attend games.
2. Provide transportation for their children to and from all practices and games. Drop off players at practices and games at times designated by coaches, and pick up players promptly after practices and games.
3. Adhere to principles of good sportsmanship. As representatives of St. Mary Parish, parents are expected to conduct themselves in a Christian manner at games and be respectful of all players, coaches, other parents, spectators and game officials.
4. Respect and cooperate with coaches.
5. Provide volunteer service to the athletic program by helping with various programs or events. The St. Mary Parish Athletic Association Board will establish the minimum requirement.
6. Reimburse the Athletic Association for any damaged or lost uniforms or equipment assigned to their child(ren).

ENFORCEMENT OF COACH, PARENT AND PLAYER RESPONSIBILITIES

1. Complaints regarding conduct of coaches, parents and players will be reviewed by the St. Mary Parish Athletic Association Board.
2. If complaints are deemed valid the individuals will be reminded of his/her responsibilities as described in this handbook.
3. Coaches have the primary responsibility for enforcing player conduct guidelines. Complaints received by the coordinators or the St. Mary Parish Athletic Board regarding player conduct will be referred to the coaches for appropriate disciplinary action.
4. For players and coaches a first ejection from a game or match will result in a one game or match suspension, to be served at the next game. While suspended the player or coach will not be allowed to attend that game or match. A second ejection from a game or match may result in a suspension from all St. Mary Parish Athletic programs for the remainder of that season.
5. St. Mary Hales Corners Parish coaches are expected to exhibit the highest level of sportsmanship at all SMHC Parish athletic events, both home and away. Coaches are also expected to represent SMHC Parish with grace and dignity. Any

- inappropriate language or behavior used/exhibited by a coach at an event is subject to review by the Athletic Board and will be addressed accordingly; which may include, but is not limited to, the suspension or dismissal of the offending coach. Any coach ejected from an athletic event for unsportsmanlike conduct will be subject to an immediate one game suspension. The SMHC Parish Athletic Board and school principal will review any situation where a coach is ejected and determine if any further action should be taken.
6. St. Mary Hales Corners Parish parents and student spectators are expected to exhibit the highest level of sportsmanship at all SMHC Parish sponsored athletic events, both home and away. Parents, students, and fans that display “unreasonable” or unsportsmanlike conduct toward referees, players, and/or other spectators will be asked to leave SMHC Parish events. If a parent refuses to honor this request the family will be dropped from the St. Mary Parish Athletic Association program for the remainder of the season for that particular sport. Continued unsportsmanlike conduct at SMHC Parish athletic events may result in further actions deemed necessary by the SMHC Athletic Board and/or School Administration.
 7. Children will not be allowed to participate unless all corresponding fees are paid. Any financial obligations to the St. Mary Athletic Association due to uniform or equipment must also be met prior to any future participation.
 8. Children will not be allowed to participate or receive awards unless uniforms or equipment from the previous season have been returned.

WORKING OUT CONCERNS

If parents or participants have any concerns with any aspect of the athletic program they should first try to work them out by discussing the matter with the coach(es) involved. If the concerns cannot be addressed in this manner the sport coordinator should be contacted. If there is still not resolution of the concerns the matter may be brought to the attention of St. Mary Parish Athletic Association Board. The Athletic Directors should be contacted and asked to place the matter on the agenda of the next meeting.

AWARDS

Athletic awards will be presented to each coach at the coaches meeting prior to the beginning of the season for them to distribute at the conclusion of the season.

Updated 1/2016