



Educating Mind † Heart † Spirit

**Sacred Heart Catholic School**  
**Athletic Manual**

**2018-2019**  
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## MISSION STATEMENT

Sacred Heart Catholic School is dedicated to the welfare and development of the whole child. We strive to enhance, overall education and social development through sport by incorporating the physical, mental, emotional and spiritual aspects of the child. Students in grades 5-8 are invited and encouraged to join athletics if they so desire, but it is not a requirement.

### SPORTSMANSHIP/CODE OF CONDUCT

The conduct of a student-athlete at Sacred Heart Catholic School is closely observed in many areas of everyday life. It is important that the actions of the student-athlete are above reproach at all times.

- In the area of athletic competition, the student-athlete must be gracious in defeat, modest in victory, maintain complete control of himself/herself at all times, never use profanity, and never resort to fighting or illegal tactics.
- The student-athlete should set forth the example for all students by following the policies set forth by the school, the administration, and individual teachers. The behavior pattern is also expected in the hallways, in the locker room, on the playground, in the parking lot, etc.
- It is expected that the student-athlete and spectators will adhere to the rules and regulations as may be established by the school and that the student-athlete will respect the rights, privileges, and property of other members of the school community.
- At athletic events, the student-athlete represents himself/herself and the Sacred Heart school community as a whole. It is expected that all coaches, athletes, parents/guardians, siblings and fans/visitors will behave in an acceptable manner.
- Student-athletes are responsible for their own conduct, and violation of established rules and regulations may subject them to disciplinary measures or dismissal from the athletic team.
- Discipline is the responsibility of the head coach; however, it is imperative that all policies of the school administration be strictly followed.
- At Sacred Heart, we define the fundamentals of sportsmanship as follows:
  1. Exercise representative behavior at all time by exemplifying the highest moral character and by adhering to strong ethical and integrity standards.
  2. Exhibit respect for the officials.
  3. Gain an understanding and appreciation for the rules of the game/contest/event.
  4. Lose without complaint, win without gloating and treat your opponents with fairness, courtesy and respect.

## ELIGIBILITY

The Sacred Heart Athletic Department offers the following sports grades 5<sup>TH</sup>-8<sup>TH</sup>:

<b>BOYS</b>	<b>GIRLS</b>
<b>Soccer, Basketball, Track &amp; Field</b>	<b>Volleyball, Soccer, Basketball, Track &amp; Field</b>

Student-athletes are allowed to participate in **only one** school sport per season. Each coach expects full commitment to the school team each season.

All student-athletes will be required to receive a physical exam prior to tryouts, valid within a year. He or she will not be allowed to participate until all forms are returned to the athletic office. Forms can be found at the school website, <http://shcstx.com/> under the Athletics link.

### FINANCIAL OBLIGATION

- An athletic fee for each sport is required for a student-athlete to participate on an athletic team.
- Athletic fees are due before the **first game** of each season and are non-refundable.
- The fee is \$130 per child per sport and is payable through FACTS. If more time is needed for payment, then an alternate payment date must be arranged with the Principal before that student may participate in games.

### ATTENDANCE REQUIREMENTS

- Practice schedules are prepared by the head coach.
- Excessive absences can result in dismissal from the team. A student-athlete will receive a warning prior to dismissal. Student-athletes that continually miss practices should not expect to be a participant without preparation.
- Student-athletes are expected to attend all practices, games, meets, tournaments, and team meetings. Student-athletes are expected to be on time to all team events. All team events are considered standard and mandatory. Exceptions will be made on an individual basis. Anticipated absences from team events must be scheduled and approved by the coach at least one day prior to the event and are considered excused.
- Other absences from team events are considered unexcused unless he/she is absent from school.
- If the student-athlete misses the practice the day preceding competition without an excuse, he/she should not expect to participate in the competition the next day. Only academic tutoring and doctor's appointments will constitute an excused absence. Other circumstances will be left to the discretion of the head coach.
- The student-athlete's first priority is being a student. Student-athletes should always be present and on time to school. The student-athlete must be present for at least four hours of school to be eligible for competition on that day.

## ACADEMICS/BEHAVIOR REQUIREMENTS

- All students involved in athletics must maintain a grade of 70 or higher in all subjects and a conduct grade of "S" or higher.
- Upon acceptance to an athletic team, the academic progress of the student-athlete will be monitored on a bi-weekly basis. At that time, if a student-athlete receives one failing grade, he or she must discontinue participation on the athletic team for two weeks. The student-athlete will not be allowed to attend practices but may attend competitions as a spectator. The student-athlete will not be eligible unless he/she receives passing grade at the two week check.
- In addition to grades, student-athletes are expected to maintain proper conduct in & out school and behaviors will be monitored.
- Other conduct infractions will be handled at the discretion of the coach and administration.
- If a student-athlete quits a sport of his/her own will, after being selected for a team, it will be noted on file and considered in future tryouts. Making a team means making a commitment to the overall athletic program.
- The Sacred Heart Athletic Department understands unforeseen circumstances and will determine the following as acceptable reasons to quit:
  1. Failing grades
  2. Illness
  3. Extended absence
  4. All other reasons for quitting will be reviewed by the coaching staff and administration.

## GENERAL INFORMATION

### UNIFORMS AND EQUIPMENT

- Sacred Heart Catholic School is responsible for providing the facilities and equipment needed for practices and games.
- Additional or special equipment for personal needs should be purchased on an individual basis.
- School-issued uniforms and equipment are to be used for all Sacred Heart athletic events. Equipment and uniforms should only be worn for the specific athletic event. The wearing of athletic uniforms in physical education classes is unacceptable. It is important that all uniforms are treated with care as they will be used for future teams.
- Student-athletes are responsible for furnishing their own shoes, knee pads, shin guards, and socks.
- At the end of the season, all issued uniforms must be cleaned and returned in a clear bag with the athlete's first and last name printed on the front of the bag. The student will be responsible for replacing any lost or damaged uniforms that are the result of abuse.
- If a uniform is not turned in on time, and in good condition, a fee of \$50 will be charged. That student will not be allowed to continue to participate in athletics at Sacred Heart until the fee has been paid.

## MEDICAL

- Physicals and medical forms must be on file **BEFORE** the first practice of the season. The student will **NOT** be allowed to practice/play until a physical is on file (along with the medical form and athletic fee).
- It is the coach's responsibility to check the nurse's office to make sure all athletes have a physical and make copies to be included in the coach's binder.
- Students requiring medicine during practice or a game must follow SHCS Medicine Administration guidelines.

## TRANSPORTATION

- Student-athletes may be asked to provide their own transportation to team events. Head coaches frequently rely on parents/guardians to transport student-athletes to athletic events. In this case, all parents/guardians volunteering for carpool must register to be on the school- approved drivers list and attend VIRTUS Training. For information on how to become a registered driver and VIRTUS certified, contact the school office.
- Parents/guardians are expected to pick up their student-athletes immediately at the conclusion of all athletic events. Parents/guardians who are continually late should make arrangements, in advance, to have their child picked up on time. If a parent/guardian is late more than twice a season and has been warned by head coach, his/her student-athlete may be suspended from the following competition date. Extenuating circumstances will be determined by the Administration.
- If a student-athlete has parental permission to go home with another parent, or to ride to an athletic event with another parent, a written note must be on file both in the school office and in the coach's binder.

## PLAYING TIME

- Our "Varsity" level team in each sport is considered our "competitive" team. This means that the coach will try to make decisions that will increase the chance of the team being successful. This is meant to serve as a transition into high school where playing time and positions are determined in large part by performance. However, each member of the team will receive playing time throughout the course of the season. While every effort will be made to play all members of the team in each game, there is **no guarantee that each player on the "varsity" team will receive playing time in each game.**
- For a "JV" level team, being competitive is still one of the goals, but there is more of an emphasis on player and team development. Each member of the team **will receive playing time in every game.** However, it is at the **coach's discretion to determine how long each member of the team will play.**
- For any "C" or "developmental team", **each member of the team will receive a significant amount of playing time in each game.** The emphasis at this level is to be placed on development and experience as opposed to the number of wins and losses the team compiles.
- Playing time for all teams will be determined by a variety of factors including: skill, strength, physical development, attendance, following directions, dedication, accepting constructive criticism, attitude, work ethic, respect, willingness to be coached, potential for improvement, and performance in practice and previous games.

## PARENTAL COMMUNICATION WITH COACHES

- The Sacred Heart Athletic Department encourages open communication between parent/guardian, student athletes, and coaches.
- If a parent/guardian would like to conduct a meeting with the coaching staff of a particular sport, the athletic director and coaching staff will be present.
- Parents should wait 24 hours after an incident occurs to approach the coaching staff. Coaches will not discuss an incident before, during, or after competitions. Parents should contact the Athletic Director to schedule a meeting with the appropriate coaching staff.
- The focus of such meetings should be on the student's standing on the team and how he or she can improve to be more successful. The focus should not be on comparisons to other players or another player's weaknesses. Coaches are not expected to explain or justify team strategy; decisions made during a practice or game or accept coaching advice or suggestions from parents.

## ATHLETIC COMMUNICATION ON SCHEDULE CHANGES

- Sacred Heart Catholic School will send out any immediate or last minute schedule changes by e-mail, phone message, or text message.
- For questions or concerns about rainouts for outdoor sports, please call the school.

## END OF THE YEAR BANQUET

At the end of the year, an Athletic Banquet is held to honor the athletes. All athletes and coaches are expected to attend, and families are invited. All athletes who compete in any competition will be recognized and given an award of participation.

### **Greater Houston Catholic Athletic Association**

Sacred Heart Catholic School participates in the Greater Houston Catholic Athletic Association (GHCAA). Although some games may be scheduled against schools that do not participate in this league, the majority of our games will come from within the GHCAA. Sacred Heart Catholic School supports and abides by all rules and regulations, as well as the goals set forth by the GHCAA. The following is the mission statement and a list of goals provided by the GHCAA.

The GHCAA is an integral part of the educational mission of The Catholic Schools of The Archdiocese of Galveston-Houston. The GHCAA is dedicated to fostering human development, within the framework of a Christian environment, encouraging a positive vision in our young men and women through exercise, positive athletic competition and fully recognizing the dignity of each student in Christ's image.

All affiliated schools agree to the following goals:

- To build a community which strives to imitate Christ.
- To develop Christian spirit, school spirit, team spirit and personal acceptance.
- To instill Christian sportsmanship in the lifestyles of the participants.
- To teach the participants the proper attitude towards winning, losing and competing with dignity.
- To develop an acceptance and appreciation of others.
- To train and instruct in athletic rules.
- To develop the students' physical abilities and coordination.
- To help form well-rounded students by fostering good health habits.
- To provide a Christian environment and outlet for youthful energy.
- To teach the positive value of athletic participation.
- To show the necessity of practice, work and management of time.

These goals are founded upon the principle of the infinite worth of each person because he/she is created in the image and likeness of God.

### **Coach's Code of Ethics and Responsibilities**

We believe that athletic competition should be fun but that it should also be a significant part of a sound educational program. We believe that coaches are, first and foremost, teachers who have a duty to assure that their sports programs impact important life skills and promote the development of good character. Our coaches have the responsibility to model and teach Christian values and abide by the mission statement of Sacred Heart Catholic School. The following are expected of Sacred Heart Catholic School coaches:

The coach will treat all people with respect and require the same of student-athletes.

The coach will not taunt, use profanity or engage in any other actions that demean individuals or the sport.

The coach will use positive coaching methods to make enjoyable, increase self-esteem and foster love and appreciation for the sport. The coach will never engage in physical or psychological intimidation, verbal abuse or any conduct that demeans the student—athlete or others.

The coach will understand Sacred Heart Catholic School's academic program and always emphasize that academics are the student's first priority.

The coach will enforce the athlete code of ethics fairly and consistently.

The coach will maintain appropriate, professional relationships with student athletes and respect proper teacher-student boundaries.

The coach will be a good sport, be gracious in victory, and accept defeat with dignity. The coach will promote sportsmanship over gamesmanship and never cheat.

The coach will be a worthy role model and always be mindful of a coach's high visibility and great influence.

The coach will communicate clearly with parents and make sure that all parents understand the coach's philosophy, expectations, team rules, practice and competition schedules, extra fees, and required offseason conditioning.

The coach will strive to improve coaching competency and acquire increasing proficiency in coaching principles as well as staying current in CPR and basic first aid.

### **Parent/Spectator's Code of Ethics and Responsibilities**

Parents/Spectators are to reflect the same Christian behavior and sportsmanship required of coaches and athletes.

If a parent/spectator exhibits unruly disruptive or unsportsmanlike behavior, the game official and/or coach will temporarily stop the game and deal with the unruly spectator and, if necessary, will remove him/her from the premises.

The parent/spectator will support the team through the willingness to supervise/transport the child to and from games.

The parent/spectator will display a Christian attitude toward coaches, referees, students, and other.

The parent/spectator will cooperate with the athletic department, administration, and coaches in their exercise of authority in the areas of student eligibility.



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**SACRED HEART CATHOLIC SCHOOL  
CATHOLIC SCHOOLS - ARCHDIOCESE OF GALVESTON HOUSTON**

**Athletics Handbook and Sportsmanship / Catholic Identity  
Acknowledgment Form  
2018-2019**

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**DETACH AND RETURN**

We have read and discussed the Sacred Heart Catholic School Athletic Handbook, and Sportsmanship / Catholic Identity Pledge. We agree to follow the school procedures, regulations, and policies that are covered. We understand that failure to abide by the school procedures, regulations, and polices may jeopardize a student's continued participation in the athletic program.

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Parent or Guardian Signature

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Student Signature

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Print Parent / Guardian Name

\_\_\_\_\_  
Print Student Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date