

**ST. IRENE
SCHOOL
ATHLETIC
HANDBOOK**

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This handbook is subject to change at any time when determined to be necessary by the Athletic Board. If changes are made to the handbook, parents/guardians will be notified promptly.

Completed: Spring/Summer of 2003
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ST. IRENE SCHOOL ATHLETIC ASSOCIATION HANDBOOK

MISSION STATEMENT

To foster and encourage participation in sports in accordance with the highest tradition of athletic competition within the Catholic tradition and in proper perspective to the overall educational program of St. Irene Grade School.

GOALS

1. To be well coordinated with the school curriculum.
2. To conduct the sports programs and activities in a manner that fosters and builds confidence and self-esteem of all participants.
3. To stress fundamentals and development of skills for all sports at all levels within grades five through eight.
4. To provide opportunities for eligible students in a variety of sports activities.
5. To encourage participation of all students' parents in the sports programs, activities and fundraising events.
6. To foster good conduct, game ethics, teamwork and sportsmanship for all participants and spectators.
7. To encourage all coaches and athletes to work up to their potential.
8. To promote the physical well-being and safety of all coaches and athletes.
9. To emphasize continual communication with the membership.
10. To promote school spirit.

ADMINISTRATION

Since the school principal has the primary responsibility for all programs associated with the school, all aspects of St. Irene School sponsored athletic programs are subject to review and approval by the school principal.

MEMBERSHIP IN THE ASSOCIATION

1. Eligibility for membership in the St. Irene Athletic Association
 - a. Parents of children attending St. Irene School.
 - b. Any individual willing to support the Mission Statement and goals of the Association.
2. All Association members are welcome to attend all scheduled Association meetings. Where practical, all members shall have an opportunity to participate in discussion subject to board-imposed time constraints.
3. Members are expected to assist and support (to the extent possible) the programs and activities, including fundraising, of the Association.

ATHLETIC ASSOCIATION BOARD

1. The Athletic Association Board shall function as the organizational, administrative, disciplinary and fundraising body of the Athletic Association.
2. The Athletic Board members shall be members of the Association.
3. Board members are elected in the following manner: Any active member of the Association can nominate a candidate for a vacant Board position. All Association members, with voting privileges, are able to vote for the candidate. A candidate is elected by a majority vote. The following Board members have voting privileges: President, Vice President, Secretary, Treasurer, Director of Fund Raising, Director of Communications, members at large and Athletic Director.
4. Titles and Duties of Board Members
 - a. President: the President will coordinate and direct the activities of the Association, chair Association meetings, see that all conference rules are followed, assist any coach who might be having problems, coordinate with the Treasurer to prepare a budget for approval by the Association Board, and secure the names of candidates for coaching positions to be presented by the Board for approval by the Athletic Director and Principal.
 - b. Vice President: the Vice President will be responsible for obtaining and scheduling gym time, keeping an inventory of equipment, e.g. first aid kits, disbursing, collecting and purchasing equipment, and chairing Association meetings in the absence of the President.
 - c. Secretary: the Secretary will be in charge of the records and correspondence of the Association, keep the minutes of the Board meetings and present them at each subsequent meeting, handle all correspondence (telephone and written), and coordinate with the President to generate meeting agendas. Copies will be submitted to the school office for filing.
 - d. Treasurer: the Treasurer will be responsible for preparing a financial report for all Association meetings, submitting an approved budget to the Association Board and handling money generated at fundraisers, including deposit of same.
 - e. Director of Fund Raising: the Director of Fund Raising will be responsible for the scheduling, planning and coordination with the school and parish administration of all fund raising events. All monies that are collected will be given directly to the Treasurer or responsible administrative representative who shall be accountable for these funds.

- f. Director of Communications: the Director of Communications will be responsible for promoting and publicizing the achievements of the teams and students through the parish and local community. These publications shall be tailored to promote school spirit. The Director of Communications will alert the parish and school of all athletic programs and events.
 - g. Athletic Director: the Athletic Director will be responsible for assuring proper representation at all league meetings, conduct registration for all teams, including collection of fees, physical forms, insurance waivers, transportation forms, etc.. The Athletic Director shall monitor the proper use of the gym, gather and distribute information on coaching clinics, oversee the coaches evaluation process and enter tournaments in compliance with the policies. The Athletic Director shall have the responsibility to dismiss all coaching personnel, with the assistance of the Athletic Board and Principal, if necessary. The Athletic Director is not an elected Board Member. The Athletic Director will have the tie-breaking vote.
 - h. Pastor, Principal and Assistant Principal will be ex-officio members of the board.
5. Term of Office
- a. Members of the Board will be elected for a one-year term. This term will begin July 1 and end June 30.
 - b. Elections of new Board members will take place no earlier than April.
 - c. Any vacancy that occurs shall be filled by appointment of the remaining Board members after soliciting volunteers through the represented organizations and/or school representation.

ATHLETIC BOARD MEETINGS

- 1. Regularly scheduled meetings are scheduled to be held on the first Wednesday of each month at 7:00 p.m. Meeting dates will be published in the school calendar and the parish bulletin and on the calendar on the school web site (www.st-ireneschool.org).
- 2. Special meetings may be called as necessary, provided a majority of members are present.

MEETING PROTOCOL

1. Only items included in the Agenda will be addressed at regularly scheduled meetings. To have an item placed on the agenda one must contact any Board member at least seven days prior to a regularly scheduled meeting.
2. Athletic Board meetings are open to anyone who wishes to attend and observe. The first item on the agenda will always be set aside for comments where anyone can address the Board for a maximum of three minutes. If a non-board member wishes to speak or otherwise participate at a meeting, they must make a request to the Athletic Board President at least one week prior to the meeting and said request must be approved.
3. At a minimum, the Agenda will be posted at the school the Monday prior to a regularly scheduled meeting.

VOTING

1. All Board members, exclusive of the Athletic Director, shall have one vote on all policies, activities and programs adopted by the Board. The Athletic Director will have the tie-breaking vote.
2. Any changes in the guidelines shall be approved by a simple majority. All items brought before the Board and requiring a vote will be passed or opposed by a simple majority of those members present.
3. Board members that are concurrently coaches will not vote on issues related to their sport.

FUNDING OF THE SPORTS PROGRAMS

1. All sports programs and activities for the students shall be funded through donations and fund-raising events.
2. The Association will present an annual projected budget to the School principal for approval at the first School Board meeting of each year. Current financial reports will be made available upon request.

COACHES

1. Qualifications of Head Coach
 - a. A minimum of 21 years of age.
 - b. Be a responsible adult.
 - c. Model of good Christian behavior.

2. Qualifications of Assistant Coach(es)

- a. A minimum of 16 years of age.
- b. Be a responsible person.
- c. Model of good Christian behavior.

3. Approval of Coaches

An Application Form (Appendix A) will be sent home in May with the Registration Packet. This form will be for those interested in coaching at St. Irene School. Completed applications must be sent to the Athletic Director by the last Friday in May. The Athletic Director and Athletic Board will meet to select coaches for each sport for the next school year. The responses on the application, as well as prior coaching experience, will be factors in the selection of a head coach and/or assistant. Only those submitting the application on time will be considered. Prospective applicants will be contacted by the Athletic Director and/or Athletic Board, at which time they may accept or decline the assignment. Contact will be made with those applicants not selected.

Assistant coaches will be designated at the recommendation of the Athletic Director and the discretion of the head coach if there is one team at a grade level. Completion of the "Protecting God's Children" program for volunteers working with children and acceptance of Coaches Code of Conduct (Appendix B) is required to be involved in coaching. In addition a background check may be conducted for all coaches.

4. Duties and Responsibilities of Coaches

- a. Attend coaches' meetings
- b. Conduct a pre-season meeting with the athletes' parent(s). At that meeting the Athletic Board encourages the coach to explain his, or her, philosophy, team rules and distribute the practice and game schedules.
- c. Keep accurate records of attendance at practices and contests and, also, records of individual and team performances.
- d. Keep an accurate inventory of equipment, supplies, and uniforms.
- e. Report to the President any problems that are encountered in the performance of duties.
- f. Become familiar with and follow all Diocesan, Parish, School, League, Association, and Student Handbook rules and guidelines.
- g. Maintain discipline and order during practices and games to prevent injuries to players and damage to property.
- h. Conduct themselves in such a way as to bring credit to the student body, School, Administration, and Parish.
- i. If available, attend prior to or during the sports season, an in-service related to that sport.
- j. Discuss any and all training rules. Rules shall be consistent with the Mission Statement and goals of the Association.

- k. Keep the team emphasis on learning and skill development of all team members.
 - l. Exhibit and promote good sportsmanship.
 - m. Coaches will be accompanied by another adult when they are in the locker room or other private room with the athletes.
 - n. Coaches will be notified of any coaching clinics that might benefit him. The Athletic Board encourages all coaches to participate in clinics to improve their own skills.
 - o. It is important that a coach protect himself from exposure to blood borne pathogens. There are microorganisms that may be present in human blood and body fluids. Therefore, do not clean up spills from blood or body fluids unless they are your own. If you must clean up a spill from blood of body fluids wear person protection equipment (gloves).
5. Coaches Evaluation
- a. Coaches will be evaluated (Appendices D & E) at the end of each season by the athletes, the athlete's parents and the Athletic Association Board in executive session.
 - b. The evaluation will be based on how well the coach carried out his or her duties and responsibilities as outlined above.
 - c. After compilation, the evaluation results will be communicated to the coach.
 - d. At any time during the year, abuse or neglect of the duties and responsibilities as outlined above could lead to the dismissal of any coach.
 - e. The suggestion for dismissal of any coach will be made by the majority vote of the Athletic Association Board. This suggestion will be presented to the Athletic Director and Principal for approval.

STUDENT ATHLETE

1. Students of St. Irene School are eligible for participation in the sponsored programs subject to other eligibility requirements imposed by the School, League, or Association rules.
2. Religious Education students of St. Irene Parish will be allowed to participate where League rules allow upon approval by the Principal so long as this does not cause a displacement or infringement of St. Irene School students.
3. Students will not argue with coaches, teammates, game officials, opponents, other adults or fans.
4. Students must understand that practice time is integral to success in the athletic program. Students must make every effort to attend all scheduled practices; failure to do so may jeopardize playing time.

5. A student may be suspended for misconduct at school, at practices, during or after a game.
6. Each athlete will be required to sign and comply with the attached Code of Conduct (Appendix E).

ACADEMIC POLICY OF THE ATHLETIC PROGRAM

1. **Ineligible** – definition: A student that is ineligible loses the right to attend meetings, practices, games as a spectator, or to be a participant in any game or tournament sponsored by the St. Irene Athletic Association.

The ineligibility will last a minimum of one (1) week. It will begin on the **first Monday morning after** the ineligibility was declared and will continue up to and including **Sunday evening** of the same week.

2. **Academic Policy:** A student's eligibility to participate in the athletic program is based upon the school's assessment of that child's academic performance and classroom behavior. The following Academic Policy will be enforced:

Mid-Term: Mid-terms go home on Thursday in the brown envelope. If a student receives an F in any subject, or has an average that is below a C-, the student will be granted a ten day grace period to bring grades up. The grace period begins on the Thursday that the grades go home and will continue up to and including the Sunday evening of the next week. . If grade/grades improve, the student will give the coach an eligibility card that has been signed by all core teachers plus the gym teacher. If the student does not improve their grade/grades, the student will be ineligible for a minimum of one week. If the student has not improved during that week the student will remain ineligible until improvement is shown. When the student has shown improvement, the student will bring an eligibility card to the coach that has been signed by all of the above-mentioned teachers.

Report Card: If a student receives an F on his/her report card or has an average below a C- the student will be ineligible for a period of at least one week. If improvement is noted at the end of that week, the student will give their coach an eligibility card signed by the above-mentioned teachers. If the student has not improved during that week the student will remain ineligible until improvement is shown. The coach will receive an eligibility card signed by the above-mentioned teachers when the student can return to the team.

Report cards go home on Thursdays in the brown envelope. Ineligibility periods start on the Monday after grades go home and will continue up to and including Sunday evening of the same week. If a student does not improve his/her grade(s) the student remains ineligible until the grade(s) do improve. At that time the student will give the coach an

eligibility card signed by all teachers. A student who is ineligible may not attend practices, attend a game as a spectator, or be a participant in any games or tournaments.

THE PRINCIPAL RESERVES THE RIGHT TO SUSPEND FROM THE ATHLETIC COMPETITION ANY STUDENT WHOSE PERFORMANCE IN EITHER OF THESE TWO AREAS IS CONSIDERED DEFICIENT. THE ATHLETIC PROGRAM IS PREMISED ON THE BELIEF THAT SCHOOL WORK ASSUMES A HIGHER PRIORITY. The principal has the right to allow a student athlete to participate based upon recognition by all that the student is working up to his or her capability. Since students are representatives of the School, they must first demonstrate that they are students in good standing. Participation in the athletic program is considered a privilege that must first be earned and subsequently maintained. It is absolutely essential that parents support the decision of the School relating to the eligibility of students to participate in the sports program. The athletic program cannot be successful unless parents accept the School's judgment in such matters.

DISCIPLINARY POLICY

The student athlete will conform to all rules set forth in the St. Irene Student Handbook. Additionally, the following rules apply:

1. Repeated demonstration disrespect for coaches, referees, or teammates will not be tolerated.
2. Repeated disruption of practices will not be tolerated.
3. Repeated absence from scheduled practices and games without prior notification will not be tolerated.
4. Vandalism or damage to the gymnasiums will not be tolerated.
5. Smoking, drinking, or using and/or selling drugs at any time will not be tolerated.
6. Absence from school due to illness will mandate absence from a game/meet on that same day.
7. An excused absence from school for reasons other than illness will be left to parental discretion as to an absence from a game/meet on that same day.
8. Per a league safety rule, fingernails are to be trimmed; earring and other jewelry are to be removed. A mouth guard worn during basketball practice and games can help prevent injuries.
9. Per the Student Handbook, no make-up is to be worn at any extra curricular activities.
10. If an athlete refuses to follow these safety rules, they will not be allowed to participate.

REGISTRATION/REQUIRED FORMS

1. Registration will be conducted in May of each year. The registration process will be conducted by the Athletic Director.

2. In addition to the registration form, if an Athlete will be car-pooled, the parent must obtain and complete a Transportation Waiver (Appendix F).
3. All athletes must have had a physical prior to their participation in any sport. Their physical may not be over one year old. Prior to the first practice, their physical form must be delivered to the Athletic Director.
4. No athlete will be allowed to participate unless they are covered by a family insurance policy. Also, a waiver of coverage needs to be signed by the parents and returned to the coach.
5. Completed forms will be returned to the parents at the end of the season upon request.
6. An "Acceptance of Rules" form and Parent/Guardian Code of Conduct must also be completed. (Appendices H & I)

TEAM FORMATION

Each year teams will be formed based on the Athletic Board's ability to provide opportunities for eligible students in a variety of sports activities.

The Athletic Director and Athletic Board, with the final approval of the Principal, will determine the final number of teams and number of players on each team at each grade level.

AWARDS BANQUET

There are two awards banquets: one in the fall for fall sports and one in the spring for spring sports. The head coaches will be asked to present awards to their teams, as well as say a few words about their season at the banquet.

DIOCESE OF JOLIET **JOLIET DIOCESAN PRINCIPALS' ASSOCIATION** **INTERSCHOLASTIC ATHLETIC GUIDELINES**

A well-balanced school athletic program should provide first a program of physical education for all children; second an intramural sports program for all who desire some participation in competitive team sports; and finally an athletic program that includes interscholastic competition. The school's interscholastic program should be looked upon as the pinnacle and not the foundation of its physical education endeavors.

Because the educational impact of athletics is so significant, efforts should be made to insure that a school's coaches are models of good Christian behavior. In service

opportunities for coaches on a local or league (conference) level should be provided to insure that the qualities of good sportsmanship, respect for authority, and high standards of behavior are evident throughout the program.

The following guidelines refer to all interscholastic sport events including cheer leading.

I. ADMINISTRATIVE CONTROL

Since the school administrator has the primary responsibility for all programs associated with the school, it is clearly evident that ALL ASPECTS FOR SCHOOL ATHLETIC PROGRAMS ARE SUBJECT TO THE FINAL APPROVAL OF THE SCHOOL ADMINISTRATOR.

II. ATHLETIC PHILOSOPHY, RULES, REGULATIONS AND ELIGIBILITY STANDARDS

Each school should establish its own athletic philosophy for which all other decisions pertaining to its program are based. Rules, regulations and eligibility standards should not be determined until the athletic philosophy is clearly stated.

Eligibility standards, both academic and behavioral, should be determined on a league (conference) or local level. Interscholastic competition should not take place prior to fifth (5th) grade.

In determining the philosophy, rules, regulations, and eligibility standards, the following guidelines should be used:

- A. They should be determined at a pre-season meeting.
- B. They should be decided upon through discussions involving school and athletic personnel.
- C. They should be written down and communicated to the students and parents.
- D. They should be reviewed and evaluated annually by the school administrator and/or local School Board.

III. SCHEDULING

A. All Athletic Competition

People responsible for scheduling should be aware of how those schedules affect the students and families participating in the programs. Consideration should be given to allowing students enough time for homework, proper rest, and an opportunity to get involved with aspects of family life. Schedules should be submitted to the school administrator for approval.

B. Basketball

The following are recommended maximums for schools to use as a guideline. It is intended that the spirit of these guidelines be adopted in other sports.

1. Number of Games
Grades 7 & 8 -- 25 games
Grade 6 -- 20 games
Grade 5 -- 15 games

Each tournament entered should count as one (1) game with a recommended maximum of three (3) tournaments.

2. Frequency of Games: Frequency of games: An average of two (2) games per week.

3. Practice: Scheduling should allow players adequate time to study, get proper rest and have opportunities for family activities.

- 3A. Gatherings: A game or practice is considered a gathering. No grade shall have more than four gatherings in any given week.

4. Length of Season: Five (5) months, inclusive of pre-season practice.

5. Game Curfews: Grades 7 & 8: games should start no later than 8:30 p.m. on days where there is school on the following day and no later than 9:00 p.m. on other days. For grades 5 & 6; these times should be 7:30 p.m. and 8:00 p.m. respectively.

IV. FINANCES

The pastor, School Board, and school administrator are responsible for all finances concerning the school, therefore:

- A. The athletic budget should be submitted to the school administration and/or local school board for approval.

- B. An accounting system should be used for athletic transactions and an "End of the Year" statement submitted to the administration and/or school board.

- C. The school administration and/or school board have the final say on all athletic expenditures.

V. ADHERENCE

- A. To ensure that the guidelines are adhered to, the school administration and the athletic representative (athletic director, athletic board president, etc.) should review all guidelines at the beginning of the year. Following this review, each party is to sign the mutual agreement prepared by the Catholic Schools Office.

- B. The athletic representative has the additional responsibility of communicating these guidelines with all of the school's coaches.

C. At the conclusion of the season, each coach will submit his/her schedule, which will then be reviewed by the administrator and athletic director to verify compliance with the guidelines.

ST. IRENE CATHOLIC SCHOOL
APPLICATION FOR COACHING

Sports are an integral part of the overall program at St. Irene School. It is due to the wonderful volunteer work of our parents and fellow parishioners, in the area of coaching that allows us to have these programs. Without their efforts, these programs would not exist.

Each year we put out a request asking for volunteer coaches for the upcoming school year. It is that time again. If you did coach this year, and wish to continue, we thank you and ask that you reapply. This will help us to identify any needs we might have for the upcoming year.

Sport(s) I am interest in coaching (circle one or more):

	(GRADES)			
Cross Country	5	6	7	8
Girls Volleyball	5	6	7	8
Boys Volleyball	5	6	7	8
Girls Basketball	5	6	7	8
Boys Basketball	5	6	7	8
Track	5	6	7	8

Name: _____ Phone: _____

I have completed the "Protecting God's Children" program for volunteers working with children: Yes ___ No ___

Coaching responsibility: Head: _____ Assistant: _____

Experience working with children: _____

Coaching philosophy: _____

Goals for your team: _____

Availability: After school: _____ Weekday evenings: _____ Weekends: _____

Per the coaches' guidelines in the Athletic Handbook and the Diocesan Guidelines, coaches will be expected to become familiar with the rules of the League and the Association. Coaches are expected to be aware of simple first aid, be responsible for maintaining a first aid kit and their equipment, be responsible for the gymnasium during their session, have a Christian ethic, practice good sportsmanship and set a good example.

Please return completed forms to the Athletic Director or School office by the last Friday in May.

COACH'S CODE OF CONDUCT

1. I understand that it is an honor and a privilege to be a coach. My role in the development of student athletes cannot be too greatly stressed. The task I have chosen is a difficult one because of the important influence I will have on student athletes. They will look to me for knowledge, guidance and direction. It is important that the school and I work together.
2. I agree to remember that my first responsibility is to be Christian in all that I do or say and that my goal is to model the life of Jesus. Therefore, I will begin each practice and game with a prayer.
3. I understand I am a reflection of St. Irene School. I understand my behavior before, during and after the game should be one of good sportsmanship. I agree to communicate at the appropriate time in an appropriate manner. I will display proper demeanor with athletes, coaches, game officials, opponents, other adults and all others associated with the athletic program in any capacity. I understand this is an important obligation as coach, since I will be an example to the student athletes.
4. I understand that improper communication, including threatening comments, profanity or obscene gestures will not be tolerated and will be considered a serious breach of my obligations as a coach.
5. At all times I will be conscious of student athlete safety. I understand that I cannot have any inappropriate contact or communication with student athletes or other children in connection with my coaching position. I understand it is extremely important that I am never alone with any student athlete or other child. I will make sure at least one other parent is with me if only a single child or student athlete is present.
6. I understand that practice time is integral to the athlete's success in the athletic program. I will make every effort to ensure that I am present and on time for all scheduled practices as well as ensure that practice ends at the scheduled time. I will make every effort to ensure that I arrive at a scheduled game location at least 30 minutes before the start of the event.
7. At all times I will be consistent with all my student athletes. I will keep the emphasis on learning and skill development of all team members.
8. I will refrain from attempting to "run up" a score against an opponent.
9. I understand that there is a "chain of command" in force for addressing concerns and problems. The chain of command is as follows: Athletic Director, Athletic Board. In each instance, careful consideration will be given and a timely response will be provided
- 10.. I understand that these guidelines have been developed to foster a safe environment, school spirit, loyalty, teamwork and good sportsmanship.
11. At all times I will support the policies, rules and philosophies and Mission Statement of the Athlete Association and St. Irene School. I understand that it is my responsibility to be current on all policies and rules.

I HAVE READ AND UNDERSTAND THIS CODE OF CONDUCT AND WILL ABIDE BY ALL ATHLETIC POLICIES.

(DETACH AND RETURN TO ATHLETIC DIRECTOR)

Coach Signature

Date
(Coach's Code of Conduct)

APPENDIX C

ATHLETE EVALUATION FORM

Athletes:

Now that the season is behind us, the Athletic Association Board would like to hear your comments regarding this past season. Please take a few moments to look over the questions below and respond appropriately. We will use this information to evaluate the sport so that we can meet the needs of our athletes. Please be as objective as possible and return this form to the Athletic Director as soon as you can. We want to know what you think.

St. Irene School Athletic Association

Sport: _____ Grade: _____ Coach: _____

	UNSATISFIED		SATISFIED		VERY SATISFIED
1. Do you feel you accomplished your personal goals for the season?	1	2	3	4	5
2. Do you feel your team accomplished the team goals for the season?	1	2	3	4	5
3. Did you enjoy the sport?	1	2	3	4	5
4. Did you enjoy the competition?	1	2	3	4	5
5. Did you enjoy the coach?	1	2	3	4	5
6. Was the level of competition in your league challenging enough?	1	2	3	4	5
7. Was practice time adequate? Too much? Not enough? (circle one)	1	2	3	4	5
8. Was the coach attentive to you?	1	2	3	4	5
9. Was the coach attentive to the team?	1	2	3	4	5
10. Did the coach display good sportsmanship?	1	2	3	4	5
11. Did the coach's attitude set a good example for the players?	1	2	3	4	5
12. Was the coach competent regarding the rules of the game?	1	2	3	4	5
13. Was there good communication between you and the coach?	1	2	3	4	5

What would you have liked to see done differently?

Comments:

Name: _____

Date: _____

RETURN TO ATHLETIC DIRECTOR

PARENT EVALUATION FORM

Parents:

Now that the season is behind us, the Athletic Association Board would like to hear your comments regarding this past season. Please take a few moments to look over the questions below and respond appropriately. We will use this information to evaluate the sport so that we can meet the needs of our players. Please be as objective as possible and return this form to the Athletic Director as soon as you can. We want to know what you think.

St. Irene School Athletic Association

Sport: _____ Grade: _____ Coach: _____

	UNSATISFIE D		SATISFIE D		VERY SATISFIE D
1. Do you feel your child accomplished his/her personal goals for the season?	1	2	3	4	5
2. Do you feel your child's team accomplished their team goals for the season?	1	2	3	4	5
3. Did he/she enjoy the sport?	1	2	3	4	5
4. Did he/she enjoy the competition?	1	2	3	4	5
5. Did he/she enjoy the coach?	1	2	3	4	5
6. Were you satisfied with the mechanics of the league?	1	2	3	4	5
7. Was the level of competition in your league challenging enough?	1	2	3	4	5
8. Was practice time adequate? Too much? Not enough? (circle one)	1	2	3	4	5
9. Was the coach attentive to your child?	1	2	3	4	5
10. Was the coach attentive to the team?	1	2	3	4	5
11. Did the coach display good sportsmanship?	1	2	3	4	5
12. Did the coach's attitude set a good example for the players?	1	2	3	4	5
13. Was the coach competent regarding the rules of the game?	1	2	3	4	5
14. Was there good communication between you and the coach?	1	2	3	4	5

-OVER-

APPENDIX E

Did the coach conduct a parents meeting? Was it informative/helpful?

What would you have liked to see done differently?

Comments:

Name: _____

Date: _____

RETURN TO THE ATHLETIC DIRECTOR

ATHLETE CODE OF CONDUCT

1. I agree to remember that my first responsibility is to be Christian in all that I do or say and that my goal is to model the life of Jesus.
2. I agree to respect coaches, teammates, game officials, opponents, other adults, and all others associated with the athletic program in any capacity.
3. I will not argue with coaches, teammates, game officials, opponents, other adults or fans.
4. I will not use profanity or obscene gestures at any time.
5. I will demand a sports environment that is free of drugs, tobacco and alcohol and will refrain from their use at all times.
6. I understand that participation in interscholastic athletics is a privilege and carries with it a responsibility to be available for practices and games. I agree to make every effort to be available for practices and games by completing homework and other schoolwork in a manner that will allow me to attend. In the event that homework, or other schoolwork, is too extensive to allow me to compete or attend a scheduled practice, I agree to promptly tell the coach of the situation.
7. I will meet or exceed the requirements of the Academic Policy.
8. I understand that practice time is integral to my success in the athletic program. I must make every effort to be present and on time for all scheduled practices and games. Failure to do so may jeopardize my playing time.
9. I understand I am a reflection of St. Irene School. I understand my behavior before, during and after the game should be one of good sportsmanship. Win or lose, I will make everyone associated with St. Irene proud of my team and me.
10. I further agree that if, in the opinion of the coach, Athletic Director or Principal, I am not abiding by the policies of the Program or my conduct is not befitting of St. Irene School, I may be temporary or permanently suspended from the Program.
11. I understand that these guidelines have been developed to foster a safe environment, school spirit, loyalty, teamwork and good sportsmanship.

I HAVE READ AND UNDERSTAND THIS CODE OF CONDUCT AND WILL ABIDE BY ALL ATHLETIC POLICIES.

(DETACH AND RETURN TO ATHLETIC DIRECTOR)

Athlete Signature

Date

Parent/Guardian Signature

Date

(Athlete Code of Conduct)

APPENDIX F

ATHLETIC INSURANCE WAIVER

All athletes that participate in St. Irene Athletic Association activities must be covered by a family or school insurance plan.

Please fill out and return to the school office by September 3rd.

My sons/daughters (name all)

_____ are
covered by school insurance. (yes/no)

- - - - -

I am not submitting my sons/daughters (name all)

_____ for Athletic Insurance coverage sold by the school because we already have adequate insurance to cover him/her in case he/she should sustain an injury. We have checked with our agent and we are certain he/she is covered by our policy.

Our insurance plan is with _____.

Our agents name or person to contact is _____.

Our policy number is _____.

I verify the above information is true by my signature below.

Signature of Parent/Guardian _____.

Date _____

TRANSPORTATION PERMISSION SLIP

I give my permission for my child/children (list names of children) _____

To be driven to and from St. Irene School Athletic practices/games by the coaches and/or designated drivers with a seatbelt provided for every child they are transporting.

Parent/Guardian Signature _____

Date _____

ACCEPTANCE OF RULES

As a parent of an athlete at St. Irene School, I have read and understand the Athletic Handbook. I accept the rules set forth in this Handbook.

Signature Date

Signature Date

PARENT/GUARDIAN CODE OF COMMITMENT

1. I will remember that as an adult and parent, I am my child's primary role model. The purpose of St. Irene School's Athletic Program is to provide an opportunity for all interested participants to develop and improve their skills in a selected sport.
2. I will demand a sports environment that is free of drugs, tobacco and alcohol and will refrain from their use at all sport events especially if I am transporting other children.
3. I understand that participation in interscholastic athletics is an added responsibility and privilege. Homework is not a valid excuse to miss a practice or a game. I understand that a practice or game is not a valid reason for my child not to have his homework completed. I will make the necessary adjustments and assist my child in managing his time to meet both homework and athletic commitments.
4. I understand that practice time is integral to my child's success in the athletic program. I will make every effort to ensure that my child is present and on time for all scheduled practices as well as ensure I am on time for pickup at the end of practice. I will make every effort to ensure that my child arrives at a scheduled game location at least 30 minutes before the start of the event.
5. I understand I am a reflection of St. Irene School. I understand my behavior before, during and after the game should be one of good sportsmanship. I will refrain from criticizing the athletes, coaches, game officials, opponents, other adults, and all others associated with the athletic program in any capacity. This behavior will not be tolerated and sets a terrible example for the children. The host school reserves the right to ask someone to leave the premises.
6. I understand that there is a "chain of command" in force for addressing concerns and problems. The chain of command is as follows: Coach, Athletic Director, Athletic Board. In each instance, careful consideration will be given and a timely response will be given with no retaliatory measures inflicted upon the athlete.
7. I will make every effort to attend the Coaches meeting.
8. I understand that these guidelines have been developed to foster a safe environment, school spirit, loyalty, teamwork and good sportsmanship.

I HAVE READ AND UNDERSTAND THIS CODE OF COMMITMENT AND WILL ABIDE BY ALL ATHLETIC POLICIES.

(DETACH AND RETURN TO ATHLETIC DIRECTOR)

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date