

ST. JOAN OF ARC

**ATHLETIC
ASSOCIATION
GUIDELINES**

Revised 10/15/06



OBJECTIVES

- TO PROVIDE ATHLETIC TRAINING
- TO TEACH SPORTSMANSHIP
- TO PROVIDE HEALTHY COMPETITION
- TO HAVE FUN!

Annual 8th Grade Athletic Awards Presented By SJA Athletic Association

In addition to individual awards recognizing 8th Grade student-athletes for participation and achievement, the following special awards are presented by the Athletic Association at the annual 8th Grade Sports Banquet:

JACK SCHREIBER CROSS COUNTRY AWARD

Given annually to both an 8th Grade girl and boy who have participated in cross country all 4 years and is based on attitude, effort, teamwork and sportsmanship. Nominations are submitted by the cross county coaches and approved by the cross country coordinator and athletic director.

ROBERT P. CONNELLY BASKETBALL AWARD

Given annually to both an 8th Grade girl and boy basketball player and is based on academic achievement, outstanding leadership, spirit of cooperation and positive attitude in school. Recipients of this award are selected by the teachers.

GEORGE ZAK TRACK AWARD

Given annually to both an 8th Grade girl and boy who have participated in track all 4 years and is based on attitude, effort, teamwork and sportsmanship. Nominations are submitted by the track coaches and approved by the track coordinator and athletic director.

- In volleyball and basketball, coaches must explain to parents and players their procedure for selecting the A and B teams, as well as guaranteeing that all players will be evaluated or re-evaluated at the start of each season to determine the A and B teams. Such evaluation must include at least 2 practices for the 6-7-8th grade basketball players and at least 3 practices for 5th grade basketball players. However, because of the short time between the start of the school year and the first volleyball games, at least 2 official practices will be required once school begins, before determining the A and B volleyball teams.
- In volleyball and basketball, selection of both A and B teams should include input from all coaches. Written evaluations should be used as part of the evaluation and selection process.

The final decision for the selection of the A team is the responsibility of the A Head Coach.

If there are two A teams, the final decision for the selection of the A2 team is the responsibility of the A2 Head Coach.

The selection of the B teams should be a consensus of all coaches to ensure the teams are evenly split, as required by league rules.

SELECTION CRITERIA FOR COACHES

- Each school year, all coaching candidates must complete a SJA Coaching Application for all sports they wish to coach, indicating general qualifications, previous coaching experience, and reasons for wanting to coach.
- Each candidate must attend a “Protecting God's Children” Workshop sponsored by the Diocese.
- Each candidate must attend a CPR/AED Training Certification class if required by law.
- Each candidate is subject to a background check and must sign a document provided by the Diocese reinforcing their qualifications to work with children.
- The person must have a general knowledge of the sport he/she is coaching.
- Commitment of time and effort is required. The individual must be available for practices and games.
- The person must be of good moral character and be recognized within the community as a positive role model for children.

- The Coordinator for each sport will meet with all coaches of each grade level prior to the start of the season to review SJA guidelines, including evaluation and selection of teams, league rule changes, etc.
- All coaches will be a positive role model to the student-athletes, exhibiting exemplary behavior at all times with an emphasis on Sportsmanship.
- The SJA Athletic Association has a “zero tolerance” policy regarding alcohol consumption and/or illegal drug use by anyone participating in a SJA athletic event.
- Be familiar with and follow all rules and regulations of the Athletic Association, School, Diocese and Leagues in which St. Joan of Arc participates, pertaining to the individual sport.
- Organize and supervise safe and efficient practices.
- Cooperate with fellow coaches, the Coordinator, Athletic Director and Athletic Association Board.
- Inform parents and players of all rules and guidelines specific to the team.
- Inform the Coordinator of the respective sport and Athletic Director of any problems that occur.
- Provide background information requested by the SJA Athletic Association as required by the Diocese.
- Fill out one coaching application each school year listing all sports wanting to coach.
- Go through the Uniform Coordinator for acquisition of all team uniforms, including warm-ups.
- Commitment to all expenditures regarding the team (i.e. tournament fees, uniforms etc.) first must be approved by both the Coordinator and Athletic Director.
- The coach is responsible for ensuring the safety of all players. No player will be left at school or another location unchaperoned. The coach must ensure that all players are picked up.
- The coach should not be alone with a player at anytime.

DEFINITION

The St. Joan of Arc Athletic Association is composed of all the volunteer coaches and moderators who conduct the Interscholastic Sports Programs at St. Joan of Arc School.

PURPOSE STATEMENT

To provide 5th, 6th, 7th and 8th grade students of St. Joan of Arc School with Interscholastic Sports Programs in which everyone can participate without cost to the school or parish. All children who try out for a particular team or activity will have the opportunity to participate.

The SJA Athletic Association will conduct all activities in a reasonable and prudent manner in cooperation with the Principal, Pastor and R.E. Coordinator.

ATHLETIC BOARD STRUCTURE

The SJA Athletic Association is administered by an all-volunteer Athletic Board consisting of:

- President/Athletic Director
- Assistant Athletic Director
- Treasurer
- Secretary
- Uniform Coordinator
- Coordinators of the various sports including Cheerleading, Cross Country, Football, Volleyball, Basketball and Track
- Three (3) Advisory Members

The President/Athletic Director is appointed by the School Principal subject to the Pastor's approval. This person reports directly to the Principal.

Board vacancies will be appointed by a consensus of present Board members, the Principal and Pastor.

In addition, an Executive Committee of the Board, consisting of the Assistant Athletic Director (Chairperson), Three (3) Advisory Members, Athletic Director and Secretary (for recording meeting minutes only) is responsible for the following:

- Review coaching candidate applications, handle background checks as required by the Diocese and make coaching recommendations to both the Athletic Director and Principal.

- Review post-season evaluations of all coaches via written parent surveys and Coordinator input.
- Make recommendations to the full Athletic Board regarding Board Member and Coordinator vacancies.
- Review and recommend actions for all disciplinary issues brought to them by the Athletic Director.
- Distribute a copy of the SJA Athletic Association Guidelines to parents and guardians of all student/athletes and collect the sign-off sheet acknowledging receipt.

The St. Joan of Arc Athletic Board is committed to following the Diocesan regulations for Interscholastic Sports, which include the length of season, number of games and grade level participation. The Athletic Board is also committed to following the rules and constitution of the various leagues in which the School participates. Copies of these documents are available upon request. In addition, the Athletic Board will establish policies and guidelines, described herein that all participating students, their parents and coaches are expected to follow or be subject to disciplinary action deemed necessary by the Athletic Board.

The Athletic Board will hold bi-monthly “board member only” workshop meetings on the third Tuesday of August, October, December, February, and April.

The Athletic Board will hold two (2) public meetings on the third Tuesday of November and May.

STUDENT RESPONSIBILITIES

- To participate in a chosen activity with a sense of teamwork and respect for all involved.
- Attend all practices and competition events as required by the coach.
- Sportsmanship - respect team members, coaches, parents, and opponents.
- Respect officials. Profanity or disrespect will not be tolerated.
- Maintain equipment properly.
- Have FUN!

- Remember that spectators will judge St. Joan of Arc School and Parish by your actions, so conduct yourselves properly at all times.

PARENT RESPONSIBILITIES

- Encourage your child by being a positive role model in support of your child, team, coach and school.
- Help enforce and abide by the rules as specified by your child's coach, Athletic Association, School and Diocese.
- Return the sign-off sheet acknowledging both receipt of and agreement to review these guidelines with your SJA student/athlete(s).
- Participate and assist as required by each individual sport.
- Ensure that your child attends practices and games on time with the proper equipment and provide transportation to and from practices and games on a timely basis.
- Return uniforms to the coach immediately after the end of the season.
- Fill out post-season coaching evaluation forms.
- Pay fees as specified by the Athletic Association.
- Direct questions, concerns and complaints regarding your child's team first to the "Head Coach", and then if necessary, to the "Lead Coach" for the grade (volleyball and basketball only), followed by the SJA Coordinator for that sport and finally to the SJA Athletic Director.

COACHING RESPONSIBILITIES & GUIDELINES

- The President/Athletic Director is responsible for selecting all coaches for the individual grade level and sport based on recommendations of the Executive Committee and subject to the approval of the Principal and Pastor.
- In volleyball and basketball only, the Athletic Director will designate one coach to be the "lead coach" for the grade level. The lead coach will be responsible for scheduling games, ensuring proper adult supervision, coordinating parent participation (e.g., gym duty), coordinating selection of individual teams, and communicating with both the Coordinator and Athletic Director.