

St. Rene Goupil

# Athletic Handbook

Revised: 8/1/2010

## **I MISSION/PHILOSOPHY**

The St. Rene Athletic Program provides an organized instructional sports program. This program will provide an opportunity for students to develop a sense of community and school spirit through team work. This program will allow students to develop individual athletic skills, grow physically and socially, and set a Christian example as well as to give the opportunity to become part of a community which provides experience outside of the classroom.

## **II. GOALS**

- To develop sportsmanship
- To encourage values of self-discipline, self-confidence, fair play, and cooperation
- To give students the experience of being part of a team
- To provide enjoyable recreational activities this can be sustained into adulthood.
- To help students develop strong, healthy, disciplined minds and bodies
- To encourage students to maintain good health through physical fitness
- To teach the proper attitude towards winning, losing, and competition

## **III. RESPONSIBILITY FOR THE ATHLETIC PROGRAM**

The school-sponsored Athletic Program is an extension of the school and parish community. This board, with the approval of the Pastor and/or Principal, shall set guidelines and procedures which will govern the scope and direction of the extra-curricular sports programs. This Program is subject to the authority of the Pastor, the Principal, and the policies of the St. Rene Board of Specified Jurisdiction. The program is self-funded, with each individual sport pulling their resources into one common account. This Account is to be monitored by the Athletic Board.

## **IV. FUNCTION OF THE BOARD**

The main functions of the Athletic Board

- To set policy and guidelines for the Athletic Program in accordance with school policy
- To recruit and monitor a responsible coaching staff
- To make every effort possible to provide sports programs to every grade
- To provide a vehicle for communication between the Athletic staff, school, parents, and students
- To review and amend the Athletic philosophy, policies, and regulations as needed
- To carry out policies under which the Programs shall operate
- To keep a current, updated Athletic Handbook, this shall contain the philosophies, policies, regulations, and procedures pertinent to all St. Rene Athletic Programs
- To maintain responsibility for the finances related to sports/athletic programs

## **V. BOARD MEMBERSHIP**

The St. Rene Athletic Board will consist of a minimum of 4 members and a maximum of 11 members. Members may be nominated by any member of the parish/school community. New board members will be voted in by the Pastor, and the current board. A qualified person will be recommended by the Pastor for the position of Athletic Board Chairperson, with the consensus of the Board Members.

## **VI. BOARD OFFICERS**

### Appointments and Terms

Each Board member will serve a one year term, with election being held at the end of the school year.

**CHAIRPERSON-** Presides over meetings and prepares agendas

**TREASURER-**Supervises all Athletic Board finances

**SECRETARY-**Maintains minutes, reports, written forms, and communication

**CORRESPONDING SECRETARY-**distributes and collects all paper work from coaches and is responsible for maintaining current Virtus training/ Background check records

**SERGEANT OF ARMS-** Maintains order/focus at all athletic events

## **VII. COACHING STAFF**

### Requirements of a Member of our Coaching Staff

- Must be Virtus trained
- Must have completed a Background check
- Must be at least 21 years of age and knowledgeable in the sport being coached
- Coaches must go through one-time interview process with Athletic Board
- Coaches must come to the Athletic Board meeting prior to the sport starting
- Coaches must turn in all the paper work prior to first game of the sport to the athletic board

The responsibilities of the Coaching Staff shall include but not be limited to the following:

- Model Christian values and act in a Christian manner
- Assure that St. Rene School Athletic philosophy, policies, rules, and procedures are followed

- Assure that all conferences rules and guidelines are followed
- Maintain current emergency medical information, forms, etc.
- Communicate to parents and student athlete's pertinent information regarding schedules, uniform, and equipment requirements
- Promote good sportsmanship at all times
- Supervise student's conduct at all athletic functions
- Communicate behavioral problems to Parents and Principal as appropriate
- Must submit a team roster, list of all coaches and assistant coaches (including high school helpers), & a list of leagues and fees
  
- Must submit all schedules and any pictures to Athletic Board for the Website
- Responsible for maintaining a basic first-aid kit at all games and practices
- Responsible for all athletes' paperwork (E.g. Media release form, emergency contact form, medical release, etc.).
- Responsible for checking with CCD Director at the beginning of season for player's eligibility

**\*\* All forms must be turned in to the Board before any games are played. If no forms are in by the first game, the game may be forfeited.**

### **VIII. CCD GUIDELINES**

- Child must be a current CCD student at St. Rene or a satellite school (football/baseball)
- Child must attend CCD for the full school year-if they drop-out they are not eligible the following year
- Child's grade level is determined by the child's school grade level not CCD grade level
- CCD families and non-St. Rene families will have a \$20 Athletic Fee per school year
- CCD children will be allowed to join St. Rene sports teams at coaches' discretion, if space is available, on a first come first serve basis
- CCD children can not play on two school's teams in the same sport/league
- A child that misses more than 25% of classes is no longer eligible to participate in the St

Rene Sports Program.

**\*\*\* If a player is no longer enrolled in CCD, the game in which the child plays in will result in an automatic loss, and the coach may receive a suspension to be determined by Board**

### **IX. PARENTS**

All parents whose children shall participate in the St Rene Athletic Program shall adhere to the following:

- Agree to abide by the St Rene Athletic Programs Philosophy as presented in the Athletic Handbook
- Attend required Athletic meetings and volunteering as needed
- Provide valid medical forms attesting to the physical eligibility to participate in the St. Rene Sports program
- Provide proof of medical insurance

- Provide transportation to student athletes to and from games, practices, meeting, etc.  
(Coaches are NOT covered by liability insurance and therefore should NOT be expected to transport student athletes)
- Responsible for any damaged/unreturned athletic equipment (if equipment is damaged or not returned, the student is ineligible for any other St. Rene Athletic activities)
- Provide a model of Christian behavior at all events
- Responsible for all fees of each sport their child participates in

## **X. STUDENT ATHLETES**

All students who participate in the St. Rene Athletic programs shall be expected to:

- Adhere to all rules and regulations governing this program and outlined in the Athletic Handbook
- Behave in a Christian manner at all times
- Attend all games and practices, unless providing the Coach with a valid excuse by a parent or guardian PRIOR to scheduled time
- Dress appropriately as determined by the sport played

## **XI. PROGRAMS/PARTICIPATION**

Individual sports programs shall be determined by the ST. Rene Athletic Board with the approval of the Principal and Pastor. Participation shall be administered by the Principal with St. Rene students having primary eligibility

## **XII. ATHLETIC HAND OUTS**

All athletic letters need board approval before they are handed out to the students.

## **XIII. CODE OF ETHICS**

ALL CHILDREN OF ST. RENE HAVE THE RIGHT TO PARTICIPATE IN A SPORT PROGRAM OF THEIR CHOICE AT A LEVEL COMMENSURATE WITH THEIR MATURITY AND PHYSICAL ABILITY. THEY HAVE A RIGHT TO PROPER PREPARATION FOR PARTICIPATION IN SPORTS. ALL INDIVIDUALS HAVE THE RIGHT TO BE TREATED WITH DIGNITY.

PLEASE KNOW THAT THE ABOVE POLICIES MAY BE AMENDED AT ANY TIME.

# **St. Rene Athletic Handbook**

## **Sign and Return to School Office**

**We have read the policies and procedures of the St. Rene Athletic Handbook and we agree to support all the standards set forth in this handbook.**

\_\_\_\_\_  
Parent /Guardian name

\_\_\_\_\_  
Parent/Guardian signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian name

\_\_\_\_\_  
Parent/Guardian signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's name