

St. Edward Athletic Ministry Rules and Regulations **Revised 06/22/09**

It is the Goal of the St. Edward Athletic Ministry to promote the spiritual and physical welfare of all St. Edward parish youth. We are a Catholic community and as such, all activities shall reflect the teachings of Jesus Christ and His church. WE WILL promote Christian competition. Christian competition is embodied in the word respect, and demonstrated by projecting the Catholic Identity. Those who participate in the sports ministry in any way are expected to show respect for themselves and those they encounter at all times and in all situations.

Catholic Identity: It is understood that all participants in the Athletic Ministry are acting as representatives of the St. Edward parish. As such, it is expected that all participants conduct themselves in such a way that they exhibit the Catholic Identity. Examples of this presentation are listed below.

- A) Good sportsmanship in all situations.
- B) Abiding by the rules of the contest graciously and accepting both victory and defeat with dignity.
- C) All participants are expected to refrain from the use of foul language and abusive behavior.
- D) Recognizing that talents and abilities are a gift from God, all participants should attend church regularly, and at least once a season as a team.
- E) Prayer before games and the acknowledgement that God gives us our talents, and that these talents should be used in a positive way.
- F) Treating others with respect.
- G) Community service.

Coaches:

Teaching objectives:

With the understanding that winning is not the ultimate and only purpose, all coaches should endeavor to make the understanding of the concepts and techniques of the sport their primary focus.

Furthermore, each player should be taught to play to the best of their God given ability and to work as a member of a team.

Ideal coaching candidates would:

- A) Be good Christian role models who exhibit and teach strong Christian values.
- B) Exhibit fairness and convey a positive attitude toward his/her sport as well as stressing good sportsmanship at all times.
- C) Work well with children at all levels of ability.
- D) Have knowledge of the sport and the ability to improve the fundamental skills of those whom they coach.

- E) Be willing to offer a long-term commitment while displaying dependability and flexibility in the scheduling and use of facilities.
 - F) Possess good disciplinary and organizational skills.
- Have positive coaching experience.

Philosophy:

In keeping with the idea that this is a Catholic School Team, we can't stress enough that the values and teaching objectives differ from other forms of organized sports. With that in mind we have established basic guidelines for what the athletes should be learning at each level.

3rd & 4th Grade: The primary objective of our coaches should be to teach fundamentals of the sport and encourage continued participation. Many of these players are doing so for the first time, it is unrealistic to assume that they are driven to succeed at this age.

5th & 6th Grade: The primary objectives at this level should be to work with all players but also to understand and recognize those individuals that either excel at the sport or show tremendous potential and attempt to tap that potential so that all players are challenged. Additionally, to continue their learning of the fundamentals as well as introducing advanced techniques and drills.

7th & 8th Grade: The primary objectives at this level are to prepare the athletes for playing at the next level while not forgetting the athletes that will never play beyond these years. This would certainly include continuing to stress the fundamentals of the sport. The athletes that have shown great ability and potential should be cultivated to help them achieve continued success in the sport. Additionally, there will be students that play no more after grade school and it is the job of the coach to make sure that they are challenged and find gratification in playing for that coach.

Coaching Compliance:

The following rules have been written based upon the CSAA handbook so that St. Edward coaches and their assistants fully understand the CSAA and St. Edward rules and the responsibilities of coaching in our program. In every instance, these rules and regulations comply with or are more stringent than CSAA policy. The foremost rule for all coaches to remember is that St. Edward is a Catholic organization; therefore coaches are expected to conduct themselves in a Christian manner. Included in this is the taking of an active part in the religious practices of the parish community.

All coaches, assistant coaches as well as all others representing our sports program who have interaction with our players **MUST** attend the “Honor Thy Children: A Safe Environment Program of the Archdiocese of Louisville” program.

All coaches must sign a St. Edward coach’s conduct card as well as the CSAA Code of Conduct Card. Failure to comply will result in suspension from practice and games until the cards are signed and on file.

All St. Edward coaches must submit to the state criminal check procedures for sex screening as mandated by the Archdiocese of Louisville. Note: If the criminal background check is not completed and on file, the coach (es) will not be allowed to participate in any practice or game until the background check is on file with the coaches’ board. No Exceptions!

Zero tolerance for physical contact with intent to cause harm to an individual while representing St. Edward. If this situation occurs, the individual(s) will be removed from the situation and will not be allowed to return until they meet with the Grievance Committee.

Violation of these rules may result in disciplinary action by the Grievance and Compliance Committees.

In addition, ALL coaches must:

- A) Provide a safe environment for practice and participation.
- B) Respect the integrity and judgment of game officials.
- C) Provide appropriate supervision of all athletes when representing St. Edward.

Specific Rules and Responsibilities:

It is expected that head coaches attend all their games and practices or have a responsible adult representative present in their place. If consistently unable to attend the games or practices, the coach must notify the Athletic Director.

Coaches in CSAA governed sports are requested to attend monthly Athletic Ministry Council meetings during their season or have a representative present. If unable to attend, they should contact the Athletic Director prior to the meeting.

The head coach must provide to the athletic director the following:

- A) Team Roster.
- B) Practice/game schedule.
- C) Names, telephone numbers, and e-mail addresses of coaches and assistants.

Starting with the 3rd grade, coaches must schedule and complete one community service project with their team. Suggested projects will be included with the coaches' packet.

Parent Meeting: This meeting is mandatory at the beginning of each season with the following issues addressed in writing with copies to each parent.

- A) Discipline policy.
- B) Team expectations.
- C) Athletic Ministry Council Members.
- D) Requirements as to the number or percentage of practices a player must attend to be eligible for minimum playing time.

Absent parents must be notified of the above issues by the coach. Any coach that does not have the mandatory meeting will be suspended from practices and games until the meeting is held and the issues are addressed.

All participants in SEAM must adhere to the CSAA policy in regards to awards and recognition. All awards will be supplied by the Athletic Ministry. Coaches will be responsible for distribution of awards to the players.

Conduct Rules:

Any player receiving a technical foul(s), ejection, unsportsmanlike conduct or the equivalent in any sport must meet with the Athletic Director or Assistant Athletic Director before participating in another game or contest. The Athletic Director or Assistant Athletic Director will determine if a meeting with the compliance and grievance committees or any other further action is warranted.

SEAM expects that each coach will take the appropriate responsibility and actions to communicate such acts of unsportsmanlike conduct of any player or players to the Athletic Director, Assistant AD or Seasonal Director.

If a player/coach is disqualified from a game, that player/coach is automatically suspended for one game and must also be reinstated by the C.S.A.A. office. (See Article #28.). Violations will be subject to penalties as provided in Article #38.

Disqualifications/Ejections of Players and Coaches:

Players and/or coaches disqualified from a game ARE AUTOMATICALLY SUSPENDED FOR ONE C.S.A.A. LEAGUE OR TOURNAMENT GAME AND MUST BE REINSTATED by the C.S.A.A. before being allowed to participate in any games. Christmas/invitational tournaments or practice/jamboree games do not count towards the suspension. If a coach is ejected from a game, he or she must leave the gym/field. When they sit out the C.S.A.A. league or tournament game that they are automatically suspended for, they may not attend the game as a spectator. They may not be present in the gym/field during his or her team's game. The league/gym/field managers and officials report disqualifications and ejections. Note - if the Head Coach is ejected from a game and there is no assistant coach or the assistant coach is a minor, the game will be forfeited immediately (See Article #12 and Article #31 c)) of the C.S.A.A. handbook.

Coaches and their assistants should teach and demonstrate good sportsmanship and conduct themselves in a proper manner at all practices and games; therefore cursing, foul and abusive language or behavior will not be tolerated.

Playing time: Coaches will follow the playing times required by either the CSAA or St. Edward, whichever is more stringent. Playing times can be found under the section designated Playing Time within these Rules and Regulations.

Permanent gym or field practice changes must be made by the Athletic Director and the Facilities Committee with the permission of the St. Edward Parish Office representative.

If a parent's behavior becomes a problem during games, practices or outside events representing St. Edward it is the responsibility of the coach or coaches to bring it to the attention of the Athletic Director or the Athletic Ministry Council Grievance and Compliance committees.

No high school paraphernalia is to be worn by any coach at practices or games.

Alcohol and tobacco product use by coaches will not be permitted at any practice or game, banquets or any organized group representing St. Edward. Banquets can be held at restaurants or sports bars but must be alcohol free. Violation of this policy can result in immediate suspension for 1 year from the date of punishment.

Practice Site Responsibilities:

Coaches should not leave the practice site until all players are picked up or adult supervisors are provided. Every coach should check the bathrooms before and after practice to assure that the facilities are clean. The gym/field should be picked up, and all equipment secured. All fans and lights should be turned off and all doors locked before closing the gym for the evening.

Clinics:

All athletic clinics must be approved by the CSAA office and the Athletic Ministry Council. They must be open to all parish children of playing age and no fees shall be charged unless approval is obtained from the Council. No grouping of children based on ability is permitted at these clinics.

Parents/Spectator Responsibilities:

Parents are not allowed to drop off their children for practice unless there is a coach or other willing adult present.

While spectators pay admission to contests, this admission does not grant those attending a license to act in less than a Christian sportsmanlike manner. Spectators at any St. Edward event are expected to act in the same manner that is demanded of the coaches and players according to the CSAA Handbook and the St. Edward By-Laws. Please keep in mind that misbehavior by a fan could cause the suspension of a team or the individual from CSAA and St. Edward activities.

Sign-ups:

There are four sports seasons (fall, winter, spring, and summer)

Within each season there will be several sign-up dates prior to tryouts. It is possible to try-out for a team without signing up, but one must sign-up to be assured of being informed of the tryout times and locations. Sign-ups will be advertised via many avenues including:

Wednesday folder

E-mail list established by Athletic Ministry Council

Saint Edward web site

Church announcements

Family Faith Formation

CDC

It is the responsibility of the parent or guardian of the child to be aware of the sign-up dates and times.

Try-outs:

In order to be eligible to try-out for a team, the following conditions must be met:

- A) All uniforms from previous sports seasons must be turned in.
- B) All sports fees must be paid in full.
- C) Volunteer hours must be scheduled (if required).
- D) A Saint Edward Athletic Ministry Packet must have been signed and be on file with the Athletic Ministry Council.
- E) Results of all tryouts will be posted in School as soon as the information is ready to be released so that all participants will know as soon as possible, the results and their placement on a team.

The format of the try-out will be determined by the Athletic Director and the Seasonal Sports Committee. There will be up to two separate try-out dates. In the event that the child cannot attend any try-out date, they will be placed on the lowest team. In rare circumstances, special arrangements may be made with the Athletic Director.

Sports Fee Policy:

All players must pay a fee to participate in each athletic event. This fee is due at or before the time of tryouts. Checks should be made payable to St. Edward. This fee is non-refundable, however, refunds may be considered under extenuating circumstances, as determined by the Athletic Director through a review process. Judgments in such cases will be handled on a case by case basis. This fee is used to cover the franchise fees charged by the CSAA along with *all* other costs associated with running the athletic programs here at St. Edward. All fees are subject to change.

Uniform Policy:

All uniforms will be purchased and issued by the Equipment/Uniform Committee. Uniforms for the same sport will be alike unless they are unavailable. A \$100 per year/family uniform deposit will be collected before distribution of any returnable uniform. This deposit will be held in a safe at the Parish Office and will NOT be cashed. At the end of the sport's season a "uniform turn-in" date will be announced when all returnable uniforms for that sport should be returned cleaned and folded. If this is not done, parents will be contacted by the Equipment/Uniform Committee or Seasonal Sports Committee informing them that they are past due on turning in uniforms, and the need for them to be returned by a specific date. If the uniform is not turned in by the specified date, the uniform deposit will be cashed and the child will not be issued another uniform for any sport until a new uniform deposit is on file.

Practice:

Practice rules are identical to CSAA practice rules. In addition, it is the responsibility of the head coach to arrange practice times in accordance with CSAA rules and to ensure that practices are scheduled so that all players (including non-school) are able to attend the entire practice.

Academic and Conduct Requirements:

The Athletic Ministry Council feels that the matter of academic and conduct requirements are best left up to the participants' parents. However, the Athletic Ministry reserves the right and responsibility to review conduct and assess disciplinary action if warranted.

Team Compliance:

Team compliance is based upon CSAA guidelines.

General Eligibility:

Age Limit:

8th Grade: If a boy or girl reaches his/her 15th birthday before August 1 of the current school year, or is in the 9th grade or over, he or she will be ineligible for all CSAA Grade School sports

6th Grade: If a boy or girl reaches his/her 13th birthday before August 1 of the current school year or is in the 7th grade or over, he/she will be ineligible for the 6th grade division.

4th Grade: If a boy or girl reaches his/her 11th birthday before August 1 of the current school year or is in the 5th grade or over, he/she will be ineligible for the 4th grade division.

Catholic School Attendance:

If a child attends the parish school, he/she is eligible for participation at the parish in the CSAA program.

Eligibility of players that do not attend a Catholic School will be determined by the following:

- Players must be baptized Catholic
- Parents or guardians of the player must be registered “bona fide” members of the parish for which they play.
- They may not be in the 9th grade or over, even if they are the correct age.
- They must be a regular participant in the FIRE (CCD) program.

Participants attending a parish school other than St. Edward:

For the current school year, these participants have their choice of either their own parish or the parish school they are attending as to where they want to play. However, once they choose a parish for participation, they must play all sports at that parish for that school year unless the parish they choose does not offer a particular sport.

Students who leave St. Edward:

Players who move to another parish and/or school during the school year or season may finish the sport with the team they started. After that sport, they must play all sports with the new school or parish.

Sports not offered at a Parish:

Players who wish to play a sport that is not offered by their parish may be eligible at the next closest parish offering that sport, subject to the approval of the CSAA office and that parish, for the current school year.

Playing Time:

4TH Grade & Under Division:

All Sports: Equal playing/sitting time. The only exception to this is 3-4th grade football. The CSAA has determined that there will be no playing time requirements in this sport only; however, we strongly recommend a minimum of 4-6 plays for each participant.

6th Grade Division:

In the 6th grade division, the playing time rules are different depending on sport, level and season. There is no guaranteed playing time in playoff/tournament play at any level although coaches are encouraged to play everyone as much as possible.

Football: no playing time rules for weekend football games; players not playing in weekend games shall get equal playing time in Monday night games.

Basketball, Soccer, and Field Hockey: A and B Teams-during regular season, each player is to play at least one quarter per game. C Team and below - equal playing time for all players.

Volleyball: A/B Teams-minimum of one game per player per match. C Team and below - equal playing time.

Baseball and Softball: all levels- each player to get at least one at bat per game and some play in the field

8th Grade Division:

The rules for the 8th grade division are identical to those of the 6th grade with the exception of the A team. At this level there are no guarantees of playing time during the regular season or tournament.

Individual head coaches may make rules as to the number or percentage of practices a player must attend to be eligible for minimum playing time, but these rules must be both written and enforced consistently with all players. Disciplinary problems may also result in a loss of playing time.

Although the Athletic Ministry Council does not mandate minimum playing time requirements at every level, coaches are encouraged to develop all players. Coaches not meeting mandatory playing time guidelines will be subject to probation and ultimately dismissal.

Moving Up of Players to a Different Level:

With the exception of a 4th or 6th grade player who is age ineligible to play at their grade level, no player from a lower grade level will be allowed to be moved up to participate on a higher grade level team on a permanent basis unless there is no team available at their grade level.

Placement of Players on a Team:

A player must be placed on the given team that they have been assigned based on the tryout scores. The only exception to this is if the parent is moving down one level to coach and the child wants to play on that team rather than the one that he or she is assigned. The move is limited to one level only, no more. If there is some extreme circumstance in which a child would not be able to effectively play

for a particular coach, the council must be notified prior to the tryouts. The council must also have an appropriate amount of time to address the issue before tryouts.

Alternates:

An alternate can be any St. Edward student or parishioner in that specific grade level or the grade level preceding the affected grade level. The individual is not required to try out and is also not to practice with the team. The “alternate” would be allowed to participate in the game only if that team would have to forfeit because of an insufficient number of players. The “A” team coach has the right to select who he/she wants on the roster as an alternate first, and then the “B” team coach next and so on. An alternate can only be listed as such on one team’s roster.

Season Completion:

When the season has concluded, it is not permitted for C.S.A.A. teams to participate as a team under a parish name, use parish funds, or use their parish uniforms in any other league, organization or tournament. **THEY CAN COMPETE AS INDIVIDUALS.**

Covenant between ministry and parents/child:

This will need to be signed by both parents and the child participating in our sports programs along with the Athletic Ministry Chairperson.

Acknowledgement

St. Edward Coach/Parent Conduct Form

We have read the St. Edward Athletic Ministry By-Laws for the _____ school calendar year. We will abide by the By-Laws and we understand all rules and consequences. We will uphold the St. Edward Catholic Identity and conduct ourselves as expected according to the Athletic Ministry By-Laws.

Name(s): _____

Printed name(s): _____

Date: _____

Organized Group(s): _____

Sport: _____

Note:

Thank God for your gifts, talents and opportunities everyday.

St. Edward Athletic Ministry.