

# St. Elizabeth Ann Seton Catholic School Student/Parent Athletic Handbook



*“Catholic school athletes are not expected to be like everybody else; they are expected to be like Christ.”*

Athletics and the Gospel Mission of the Catholic School

Athletic Director: Mary Ingebrand  
Principal: Tim Sullivan

Dear Parents and Students:

Just as the school and Religious Education program are ministries of the parish, so too the athletic program is a ministry of our parish. It is part of a whole and not a stand-alone piece. As with all parish ministries, our mission is to grow in the Catholic teachings and the living of our faith--yes, even through athletics!

All students, parents, and coaches must "buy into" our parish philosophy and procedures (printed in this handbook) as well as the larger parochial league policies.

**OURS IS A PARTICIPATION BASED ATHLETIC PROGRAM.** At the elementary school age level (through eighth grade) we stress skill development and participation over competition. If competition is "your thing" then our program is not for you.

Emphasis is placed on Catholic values, teamwork, honesty, cooperation, self-sacrifice, dedication, obedience, hard work, goal setting, respect, self-discipline and mutual encouragement. All of these are more important than winning.

Parent volunteerism is necessary for our athletic program to be successful. Our athletic program functions through parent volunteerism. Please fulfill your volunteer commitment if your child is involved in our athletic program.

Please take the time to read this handbook--it's your responsibility; by registering in our athletic program you agree to abide by these policies and procedures. Our program is self-policing; that is, we depend on our parents to provide us with feedback on whether our volunteer coaches and parents are following these policies and procedures. Please communicate your concerns to our athletic director or to me.

Most importantly, keep our athletic program, the coaches and players and spectators, in your prayers. Ask God to send His Spirit to guide our participants to be appropriate Catholic role models to others while enjoying the social opportunities athletics offers.

Sincerely,

Mary Ingebrand  
Athletic Director

Tim Sullivan  
Principal

“The advancement of the Gospel mission of Catholic education is the best reason for athletic programs. Athletic programs that successfully integrate the Gospel message into athletics produce individuals who are faith-filled, have respect for others, value human life, and are willing to sacrifice for those in need.”

Brian Vaccaro, “Athletics and the Gospel Mission of the Catholic School”

## **SEAS ATHLETIC'S MISSION STATEMENT**

The Athletic Department of St. Elizabeth Ann Seton Catholic School, SEAS, is a ministry of St. Elizabeth Ann Seton Parish and is to reflect the Catholic faith and values in all that we do. Our goal is to develop skills and an appreciation for athletic activities in a fun, faith filled program. We will represent our school and parish with pride.

## **SEAS ATHLETIC'S PHILOSOPHY STATEMENT**

Our athletic program is an extension of our school and parish. The values and philosophy that is conveyed by the coaches and staff of the program is a continuation of what are children are taught by way of Catholic values in our school and parish. All students are encouraged to participate in a sport while attending SEAS school.

Participation and having fun are key elements in our athletic program. All athletes, in good academic standing, participate in practices and games. Students benefit physically, socially, and emotionally by participating in our program.

## **TEAMSELECTION PROCESS**

SEAS wants all student-athletes to develop their skills and gain team experience. Team size must be reasonably limited to be workable for practice and games. The selection of players for the various teams will be based on ability, attitude, and commitment level. This selection process shall be at the discretion of the coaches. After selection of "A" level teams, every effort shall be made to place the remaining athletes on the appropriate level team so as to maximize their potential to develop athletic and social skills.

## **PLAYING TIME**

Because our role is to expose all student-athletes to the experience of competition and team membership, playing time shall be distributed as equitably as possible. Again, this is at the discretion of the coaches. The athlete must understand that game time is directly related to practice experiences, and that performance in practice will be rewarded by game playing time. Each coach should communicate to all athletes what each player's individual abilities are, so as to adequately address measures to improve. Every coach reserves the right to use key players in key situations.

The level of the team also determines playing time. Typically the "A" team concentrates on winning along with skill development. The "B" and "C" teams will concentrate on skill development and have more equitable playing times.

If a student-athlete is not performing to his/her ability, either academically or behaviorally, playing time may be affected.

## **ELIGIBILITY: ATTENDANCE**

- A student must be in school at least half the school day in order to be able to participate in practices or games the same day.
- If a student is absent due to vacation, illness, suspension, or any other reason, he/she will be ineligible to participate in any athletic activity that day.

## **ELIGIBILITY: ACADEMIC PROBATION/SUSPENSION**

**Probation:** If a student's grade falls into the D range or lower for any class, the student will be placed on probation for one week. During this time, the student may participate in games and practices.

If the grade(s) rises above a D: the student is off probation.

If the grade(s) remains at a D level: the student remains on probation for another week.

If the grade(s) is at the F level after a week of probation, the student will be suspended for one week.

**Suspension:** A student who is suspended will not be allowed to participate in any team activities for one week; no games or practices.

Teachers will submit students with low grades to the principal and athletic director every Monday. The athletic week will begin on Tuesday and run through Monday. Students and parents will be notified on Tuesday if their child is on probation or suspended.

### **ELIGIBILITY: BEHAVIOR**

A student may be placed on probation or suspension for behavioral reasons. Five logs in a semester is enough to warrant probation and/or suspension.

### **PARENTAL EXPECTATIONS**

SEAS expects parents of athletics to set the example when it comes to sportsmanship and Christian behavior. Playing time for your son/daughter could be affected if there is inappropriate yelling or remarks made to players, officials, and/or coaches.

**The Booster Club** takes care of running the concession stand during home volleyball and basketball games. The proceeds go towards updating equipment and uniforms for ALL Patriot Sports. **EVERYONE WHO HAS A CHILD INVOLVED IN THE ATHLETIC PROGRAM IS CONSIDERED A VOLUNTEER FOR THE BOOSTERS.**

The Archdiocese of St. Paul and Minneapolis requires that all volunteers must have completed the Essential Three, (VIRTUS training, a background check, and sign a Code of Conduct), **BEFORE** the season begins. The Essential Three must be updated every three years.

All families are expected to take their turn in helping with the concession stand for home volleyball and basketball games. Families are also required to assist with the Patriot Basketball Tournament in February.

**In order for a student to be eligible to participate, a parent is required to attend a pre-season meeting with the coach(es), an up-to-date physical must be on record, and the participation fee needs to be paid.**

Parents provide transportation to away games. Parents often carpool, but this should be arranged well in advance so there is enough room and no one is left behind. SEAS does not provide bussing for any sporting events.

### **CANCELLATIONS**

Every effort is made to communicate the cancellation of games and practices as soon as possible to students and their families.

If school is canceled due to inclement weather, formally scheduled evening athletic events, practices or games, **at SEAS** will also be canceled.

### **TRAVELING TEAMS**

In general, when playing on a Patriot Team, we discourage the student from playing in a traveling league. Our program offers great facilities, maximum practice time, and competitive competition appropriate for this age level. If a student and their family decide to play in a travel league, in addition to a SEAS Patriot team, the SEAS team should be the priority when conflicts arise. Playing time will be affected when players miss

practice time and/or games because of this conflict. We also believe one team in a given season allows for more family time.

### **STUDENT/ATHLETIC CODE OF CONDUCT**

The success of our athletic programs is not measured just by the final score, but rather by the efforts of all individuals striving to achieve team goals. The sense of purpose, commitment, and self-discipline has much more lasting value than the outcome of any competition.

Accordingly, any participant in the St. Elizabeth Ann Seton program whose conduct is in any way unsportsmanlike on or off the field of play, is subject to probation or suspension after meeting with the coach and athletic director.

Use of alcohol, tobacco, or any other illegal substance, will result in the automatic suspension of the offending player. In addition, regular school policy will be enforced. The coach, the athletic director, and the principal will determine the length of the suspension.

### **COACHES**

Head coaches must be at least 21 years of age. An assistant coach may be under 21 provided an adult is at every game and practice when the head coach is unavailable. There must be a minimum of 2 adults at every practice and game.

At least one adult female must be in attendance at all girls' team practices and contests. At least one adult male must be in attendance at all boys' team practices and contests.

All coaches or other adults involved in student supervision must complete the Essential Three, bloodborne pathogens training, and any other requirements that currently or in the future may exist or be implemented.

Coaches shall display good sportsmanship to instill in each student a sense of responsibility for being good examples to one another. Coaches are always to be positive in coaching and encouraging a good attitude towards officials. Sportsmanship covers not running up the score on another team. Obscene language and behavior will not be tolerated. Coaches are not to incite the fans toward opposing coaches, players or officials. Athletic Directors are instructed to caution coaches and remind them of their responsibilities and accountability in this regard.

All coaches will answer directly to their Athletic Director who will in turn answer to the Principal. The Athletic Director and the Principal are responsible for implementing the requirements for coaches and for determining and applying appropriate consequences for any violations that may occur.

All coaches must:

- Submit a copy of individual coach's rules to the athletic director prior to the start of each season.
- Review the Handbook and your individual team rules with the student-athletes and parents during a meeting at the beginning of the season. Athletic handbooks are given out at back to school nights and the signed forms must be returned to the athletic director to be kept on file.
- Be present at all practices and games unless a responsible adult substitute is appointed. Inform the athletic director in advance.
- Supervise students in the practice areas and until parents pick them up.
- Make sure all athletes are out of the building and have left for home at the end of practice or games.
- Be sure all equipment is properly put away and secure the building.

- Plan for practices – have it written out. Ask for help with drills and lead-up games if needed.
- Say the “Athlete’s Prayer” before each contest with your team.
- Inform participants of the potential for injury while engaged in each particular sport. Take precautions to minimize that potential. Fill out proper injury form and inform the Athletic Director of any injuries while at practice or a game.
- Communicate with school office when events need to be cancelled.
- Give all athletes a chance to participate.
- Attend coaches meetings as necessary.
- Participate in online concussion protocol training: <http://www.cdc.gov/headsup/youthsports/training/>. A copy of the certificate earned must be brought in to the athletic director before the first practice.

## **SPECTATOR GUIDELINES AND EXPECTATIONS**

- All spectators are expected to exhibit acceptable conduct at all times and may be removed by the game officials or authorized personnel of the host school.
- Fans are expected to be courteous and respectful of the host school facility and those in authority.
- Obscene language and behavior will not be tolerated.
- Local host rules regarding food and drink in gyms must be observed.
- All student spectators should be accompanied by a responsible adult.

## **SEAS ATHLETIC CO-CURRICULAR ACTIVITIES**

The following is a list of the co-curricular activities:

Fall – (Typically begins right after Labor Day AND ends mid-to-late October)

Co-ed soccer – Grades 5-8

Girls volleyball – Grades 5-8

Girls and Boys Cross Country Event – Grades 4-8 - First Saturday in October

Winter – (Typically begins 2 weeks before Thanksgiving & ends in mid-February)

Boys and Girls Basketball – Grades 5-8

Boys and Girls Archery – Grades 4-8

CAA Swimming Event – grades K-8 - late March/April weekend

Spring – (Typically begins in early March & ends 3<sup>rd</sup> week in May)

Girls Softball – Grades 5-8

Boys Baseball – Grades 5-8

Girls and Boys Track event – Mid May

Girls and Boys Golf Meet – Wed.at the end of May

\*In order to complete a “C” team, some sports may be open to 4<sup>th</sup> graders

As a part of the shared time program with the public school, our middle school students may participate in co-curricular activities there, provided we do not offer the same activity. Usually this is for 7<sup>th</sup> and 8<sup>th</sup> graders. It is the desire of the athletic department to have our St. Elizabeth Ann Seton students participate as a Patriot first!

## **INJURY REPORT FORMS**

Completed accident forms must be on file in the school office for any injuries or when significant first aid has been administered to any athlete.

Forms are available from the Athletic Director, school office, or school health office.

Completed forms must be returned to the school office.

## **INSURANCE**

All students who participate in any athletic activities and practices at SEAS must be covered by family health insurance. The diocese requires proof of insurance before participation.

St. Elizabeth Ann Seton Catholic School and Parish will not be responsible for any expenses incurred because of injuries a student might sustain while participating in practices, games, or related activities.

## **SEAS ATHLETIC FEES**

A participation fee is charged for each sport. Part of the fee goes to the Catholic Athletic Association and the other part keeps our athletic programs as self-supporting as possible. The fee ranges from \$75 - \$90 depending upon the length of the sport season. There is a \$25 discount for those students who compete in three (3) Patriot sports teams. **This payment must be paid in full in the Fall.**

- Students who are unable to pay this fee will not be excluded from participation. If you are able to sponsor an athlete in addition to your own child, please inform the Athletic Director or the Principal.

## **MS. PATRIOT AND MR. PATRIOT AWARDS**

Ms Patriot Award and a Mr. Patriot Award given at the end of the school year to an 8<sup>th</sup> grade girl and boy. These awards are based on the following:

1. Participation in at least two sports during an academic year over the course of the student-athlete's enrollment at SEAS Middle School.
2. At least a "C+" average academically.
3. Display leadership and sportsmanship both on and off the playing area.

## **CONCUSSION MANAGEMENT RECOMMENDATIONS FROM THE MSHSL**

### **Acute injury**

When a player shows any symptoms or signs of a concussion, the following should be applied.

1. The player should not be allowed to return to play in the current game or practice.
2. The player should not be left alone, and regular monitoring for deterioration is essential over the initial few hours after injury.
3. The player should be medically evaluated after the injury.
4. Return to play must follow a medically supervised stepwise process.

A player should never return to play while symptomatic. "When in doubt, sit them out!"

### **Return to play protocol**

As described above, most injuries will be simple concussions, and such injuries recover spontaneously over several days. In these situations, it is expected that an athlete will proceed rapidly through the stepwise return to play strategy.

During this period of recovery in the first few days after an injury, it is important to emphasize to the athlete that physical and cognitive rest is required. Activities that require concentration and attention may exacerbate the symptoms and as a result delay recovery.

The return to play after a concussion follows a stepwise process:

1. No activity, complete rest until all symptoms have resolved. Once asymptomatic, proceed to level 2.

2. Light aerobic exercise such as walking or stationary cycling, no resistance training.
3. Sport specific exercise—for example, skating in hockey, running in soccer; progressive addition of resistance training at steps 3 or 4.
4. Non-contact training drills.
5. Full contact training after medical clearance.
6. Game play.

With this stepwise progression, the athlete should continue to proceed to the next level if asymptomatic at the current level. If any post-concussion symptoms occur, the patient should drop back to the previous asymptomatic level and try to progress again after 24 hours.

In cases of complex concussion, the rehabilitation will be more prolonged, and return to play advice will be more circumspect. It is envisaged that complex cases should be managed by doctors with a specific expertise in the management of such injuries.

An additional consideration in return to play is that concussed athletes should not only be symptom-free but also should not be taking any pharmacological agents/drugs that may affect or modify the symptoms of concussion. If antidepressant treatment is started during the management of a complex concussion, the decision to return to play while still receiving such medication must be considered carefully by the clinician concerned (see below).

When there are team physicians experienced in concussion management with access to immediate—that is, sideline—neurocognitive assessment, return to play management is often more rapid, but it must still follow the same basic principles, namely full clinical and cognitive recovery before consideration of return to play.

Neurocognitive testing, utilizing computerized program like CogSport (Concussion Sentinel), Impact, and Headminders, can be a useful adjunct to the management of concussion in high school athletes and are best applied to the management of concussion when there is a baseline test to use for comparison after concussion. Baseline testing should be considered for athletes competing in contact sports, especially football, ice hockey, soccer, wrestling, and basketball. Testing is most cost effectively applied after symptoms have resolved.

For more information, visit <http://mshsl.org/mshsl/news/ConcussionGuide.htm>



## An Athlete's Prayer

Help us to play the game with the best that is in us.

Please clear our head of all distractions,  
and our hearts of any burdens.

Help us to cooperate with one another to challenge our  
opponents and to enjoy the game - win or lose.

Help us to be good sports in this game.  
Let us accept the calls of the officials - whether or not  
we agree with them.

Help us to meet victory or defeat with the knowledge  
that what we put into the game is far more important  
than the final score.

Always keep us humble, Lord, and remind us that our  
strengths and abilities all come from you.

We thank you and glorify you for being with us this day  
and always. Amen

# St. Elizabeth Ann Seton School Student/Parent Athletic Handbook

Agreement to be governed by handbook policies

*After reading the St. Elizabeth Ann Seton Athletic Handbook, please sign below and return this form to your coach or the Athletic Director within 3 days of receiving it. Student-athletes must have this copy on file in order to participate during the academic year.*

*We have received and read the SEAS Athletic Handbook and agree to be governed by the policies contained herein.*

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Student Signatures

\_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature

\_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature