



HIGHLAND CATHOLIC SCHOOL  
welcoming everyone in an experience that's more than an education

# Athletic Handbook

Revised 2009

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## Philosophy

The Highland Catholic School Athletic Department provides a well-balanced team sports program for the students of Highland Catholic School. The goal is to provide students the opportunity to represent their school in a positive manner by participating in a team sport. Emphasis is on having fun, skill development, teamwork, good sportsmanship and Christian attitudes. This is accomplished through mutual respect and encouragement of team members.

## Sports Offered

Fall	Soccer	Late August-October
	Volleyball	Late August-October
Winter	Basketball	November-February
	Swimming	Mid January-Early April
Spring	Boys Baseball	Mid March-May
	Girls Fast pitch Softball	Mid March-May
	Track & Field	April-May

\* Sports are offered to all boys and girls in grades 6-8.

## Coaches

Parent volunteers are vital to the Athletic Program. Parents are encouraged to share their coaching skills. Fees, which are kept to a minimum, may have to increase if outside coaches are hired. Without our parents' participation we may not be able to field all teams.

## Coaching Philosophy

Christian attitudes and good sportsmanship are the paramount aim of our program. Coaches must always model good sportsmanship and be aware of the behavior of players, other coaches and parents.

A positive experience for everybody involved with the sport should be the primary concern of the coach. It is expected that coaches will only use constructive criticism with players, that teamwork will be highly valued and that the coach will have a well-organized system of discipline and accountability.

## Team Registration

Students must attend Highland Catholic School to participate on a school team. Players from other Catholic schools are not eligible. Each student who wishes to participate on a team will get that chance. No student will be cut from a team.

Each season has a registration time prior to the start of that season. Registration forms are sent home with each student who is eligible to compete for the upcoming season. The registration form and fee must be returned to the Athletic Director before the deadline.

There is a separate registration night for swimming. A flyer announcing this night, along with notices in the Hi-C Hi-Lites, is sent to each student in grades 1-8 in Thursday Folders.

## **Team Selection**

Highland Catholic School is affiliated with the Catholic Athletic Association (CAA) for the purposes of interscholastic athletic competition and must adhere to the guidelines for the CAA regarding team eligibility. CAA rules state that the level A team must be filled prior to the formation of B and C teams. Generally, A teams consist of eighth grade students, B teams consist of seventh grade students and C teams with sixth grade students. Therefore, no eighth grader is eligible to participate on a B team, nor is a seventh grader eligible to participate on a C team.

Team rosters are filled from the A teams on down. If there are not enough eighth graders to fill a team, seventh graders will be used, and so on, until all team rosters are filled. This would include using fifth graders for C teams if necessary. The Athletic Director facilitates and oversees this process.

When students try out to play on a team, athletic ability is a factor in determining team placement. The coach conducting the tryout determines placement. Every student registered must try out. If a student refuses to try out, he/she will not be allowed to play on any team for that season. Parents are encouraged to support a coach's decision to move their child to the next level. We recognize that there is a comfort in playing with close friends, but it is necessary to maintain a fair process for filling out the teams.

## **Team Size**

Sport	Roster Size
Soccer	15-18
Volleyball	9-12
Basketball	9-11
Baseball/Softball	11-13
Swimming	Open
Track	Open

It shall be at the discretion of the Athletic Director and Principal to adjust these numbers as necessary. If it is determined that more than one team can be fielded at the A level, ability will be a factor in team placement. At the B and C levels, equal ability teams will be created.

## **Fees**

There is a participation fee for each activity. Financial assistance is available.

## Playing Time

Playing time for A teams will be based on the ability to help the team be competitive and win. The coach will make every effort to play each student in each contest, however, that may not always be possible. Many things may determine playing time for each individual including athletic ability, attitude, attendance at practice and game situations. Students may need to learn supporting roles at this level. If additional A teams are needed based on numbers, the students will be split by ability with the best players being on one team. The additional teams would then take on an equal play situation as long as the student contributes in practice and has a positive attitude.

Equal playing time for all members of B and C level teams will be the main goal. It may not be possible for the coach to get all team members to play equally during each game. This equal playing time should be looked at over the course of the entire season. Factors that may limit playing time include attendance at practices and attitude.

If a student will not play equally, or at all, for a game or two, it is expected that the coach will have spoken with both the student and his/her parents beforehand. Both parties need to know why, along with the Athletic Director. If a student will not be playing at all, they are expected to be in uniform and support their teammates for that game.

## Player Expectations

It is expected that students:

- v Adhere to the Highland Catholic School Athletic participation Contract.
- v Adhere to the Highland Catholic School Code of Conduct. If two detentions are served in one season, the spot on the team roster will be forfeited
- v Complete homework and turn it in on time. If a grade of "F" is received on a report card in any subject, or an "NI" on a Mid-Trimester report in any subject, the spot on the team roster will be forfeited.
- v Honor their commitment to the school and the team. Participation in other activities should not conflict with scheduled practices or games. The school team should come first! If practices/games are missed it will result in loss of game time.
- v At practices and games, be on time and work hard to improve and help your team. Listen to your coaches and follow directions!
- v Show respect to all team members, coaches, opposing players, officials and spectators. Conduct yourself in a positive Christian manner. Always be the better person.

- v Keep a positive attitude. Mistakes will be made. Games will be lost. Regardless of the outcome of the game or season, you will benefit in many ways from participating in athletics.

## **Practices**

A teams should have 3-4 contact days per week. B and C teams should have 2-3 contact days per week. Practices will last between 1 and 1 1/2 hours in length. The starting and ending times for all practices will be listed on the practice calendars. There may be situations that warrant canceling practice. However, practices will not be added to the calendar after it has been published.

Coaches need to arrive at practice sites 10 minutes prior to the starting time and should plan on staying until the last player has been picked up. If a certain individual is consistently picked up late, the coach will inform the Athletic Director. The player's parents will be contacted.

If you show up early for your practice, please be respectful of the team practicing before you. Have a seat in the bleachers and wait until their coach has ended practice before you start.

## **Games**

Games for soccer, volleyball, basketball, baseball and fast pitch softball are set by the CAA. Track meets and swimming meets are scheduled by the Athletic Director. Scheduling is a complex task. Changing days and times is very difficult. If a game is scheduled during a school event, the Athletic Director will make the change. Other than weather problems, plan on playing the games as scheduled.

## **Tournaments**

Highland Catholic School teams may participate in available tournaments. Tournament play is an Athletic Director and coach decision. Coaches are not required to enter their team in tournaments.

The coaches will schedule tournaments with the Athletic Director. They will be added to the schedules in a timely manner. A teams are eligible to play in up to three tournaments a season. B and C teams may play in one or two tournaments.

## **Uniforms**

Each student participating in a team sport will be issued a team uniform. This uniform is the property of Highland Catholic Athletics and needs to be returned to the Athletic Director at the conclusion of the season in good repair. If a uniform is lost or not wearable at the conclusion of a season, the student will need to pay a replacement fee for that uniform. Team swim suits are an optional purchase.

It is expected that students will turn in their uniform within one week of their last competition. A student will not be issued their report card at the end of a trimester until they have turned in their uniform from the previous season.

## **School Attendance**

In order for a student to participate in a game after school, they must be in school least half the scheduled school day.

## **Transportation**

Coaches are not responsible for transportation. Students, along with their parents are responsible for all transportation to and from practices and games. Coaches should not transport any student unless the coach is a parent or sibling of a team member.

Coaches will inform students and parents of the time, date and location of games and warm-ups. Students and parents are responsible for being at the right place at the right time.

## **Directions**

Directions to away games may be found on the CAA website. You can access this site by going to [www.stpaulcaa.org](http://www.stpaulcaa.org). If you do not have access to the Internet, call the Athletic Director several days before the game for directions.

## **Parent Grievance Process**

During the course of an athletic season, the parent may have a concern, suggestion or complaint about an athletic policy or decision. If that is the case, you should take the following steps:

1. Speak directly with the coach about the situation and ask for clarification.
2. If satisfactory resolution has not been achieved after talking with the coach, speak with the Athletic Director.
3. If the concern, suggestion or complaint has not been satisfied, speak with the Principal. The Principal may opt to arrange for a meeting with you and the parties involved.

Everyone wants to be as fair as possible with the young people in our care. It is hoped that through cooperative efforts, resolutions to conflicts may be reached in the most Christian and expeditious manner.

## **Highland Catholic School Athletic Participation Contract**

This is a contract that must be signed by both the student and parent. This contract is in effect for the entire school year. It begins with the start of each new season. A season begins when the first practice is held.

## **Academics**

As a student at Highland Catholic School, I will complete my homework and turn it in on time. I will strive to do my best on exams and work to the best of my ability. I understand that if I receive a grade of "F" on

my report card in any subject, or an "NI" on my Mid-Trimester report in any subject, I will forfeit my spot on the team roster.

## **Behavior**

As a student at Highland Catholic School, I will display and practice good behavior. If I need to serve two detentions in one season, I will forfeit my spot on the team roster.

## **Team Commitment**

I understand that participation on a Highland Catholic Team is a commitment to the school and the team. Participation in other activities should not conflict with scheduled practices or games. The school team should come first! If I miss practices for any reason, I understand that it will result in loss of game time.

## **Positive Christian Attitude**

I understand that participation on a team sport at Highland Catholic School is a privilege. I will display a positive Christian attitude at all times. This includes the way I treat my coaches, teammates, officials and opponents. I will do this by showing respect to my opponent, regardless of whether my team is winning or losing. I will respect the call of the officials and accept their decisions without question. I will be a coachable athlete. I will be on time to games and practices and be ready to play when asked. I will pay attention and do what my coaches ask me to do without questions. If I do need to miss a practice or game, I will let my coach know in advance.

I, the student athlete, and I, the parent/guardian, have read, discussed and agree to abide by all the regulations in the Highland Catholic School's Participation Contract and Athletic Handbook.

Student Athlete \_\_\_\_\_

Date \_\_\_\_\_

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

Date \_\_\_\_\_