

Effective August 1<sup>st</sup>, 2019



# **St. Catherine of Siena**

## **Athletics**

### **Handbook 2019-2020**

The St. Catherine of Siena Athletics Handbook is a reference guide for our students, parents, and coaches, concerning the policies that our Athletic Department abides by. All policies laid out in this handbook are in accordance with the East Jefferson Catholic School Athletic Conference, the Metro Middle School League of New Orleans, and the St. Catherine of Siena Student Handbook.

## Contact Information

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## **Introduction**

At St. Catherine of Siena, our Athletic program serves as a catalyst for our students to build character and grow spiritually through sport while also developing his/her skills. The mission of the SCS Athletic Program is simple:

**Through SCS Athletics, we will strive to instill self-discipline, responsibility, integrity, and love of the game through an emphasis on our Catholic education, teamwork, leadership, and respect for the rules of the game.**

All students in grades 4<sup>th</sup>-7<sup>th</sup> are eligible to participate in Athletics at SCS. Through the Metro Middle School League of New Orleans, the East Jefferson Catholic School Athletic Conference, and the New Orleans Independent Lacrosse League, SCS offers the following sports:

### Boys' Sports

Flag Football

Basketball

Lacrosse

Tennis

Volleyball

Baseball

### Co-Ed Sports

Swimming

Soccer

Cross Country

### Girls' Sports

Volleyball

Basketball

Dance (Gatoresses)

Cheerleading

Tennis

Flag Football

Softball

Any questions regarding Boys' Sports and Co-Ed Soccer should be directed towards Coach Kenney Lorio at [klorio@scsgators.org](mailto:klorio@scsgators.org).

Any questions regarding Girls' Sports and Co-Ed Swimming and Cross Country should be directed towards Coach Caroline Davis at [cdavis@scsgators.org](mailto:cdavis@scsgators.org).

## **Student Athlete Information**

### Academic Eligibility

- As noted in the Student Handbook, “For a student to be eligible to participate in an extra-curricular activity, the student must have at least a 2.0 GPA in all subjects each quarter not including conduct and may not receive a grade of F in any subject. In addition, a student must have an A or B in conduct to be eligible to participate.” (Page 25)
  - If a student does not meet the requirements listed above after Quarter Exams are completed, he/she may not tryout for any teams the following quarter. If he/she is already in the middle of a sports season, he/she will be forced to sit out the remainder of the quarter.
  - For year-round sports, if the student raises his/her grades to meet the eligibility requirements after sitting out a quarter, he/she may return to the team.
- As noted in the Student Handbook, “If a student is not in school all day of a school sponsored activity, the student will not be able to participate or attend the event or team practice. When a school function is scheduled on a weekend or a holiday, a student must attend school on the last school day prior to the function.” (Page 7)
- For all SCS teams that have a Junior and Senior team, the following age restrictions exist:
  - No 7<sup>th</sup> grader is allowed to participate on a Junior team
  - No 6<sup>th</sup> grader is allowed to participate on a Junior team if they have reached their 12<sup>th</sup> birthday before September 30<sup>th</sup>
  - Outside of age restrictions, the senior/junior team designation for each individual athlete will be determined by the Athletic Director in charge on a per sport basis
- No suspended student is allowed to play on the day he/she is suspended.

### Injuries

- Any student that is injured during an SCS Athletics event, must report to the PE Office on the day they return to school to fill out an Incident Report form.
- As noted in the Student Handbook, “Student accident insurance is a secondary coverage for students during school hours, when going to and from school, and on all school-sponsored activities. This insurance is available on a group basis and is included in your

school registration fee. If students are injured at school or in a school sponsored function, they must see a doctor within twenty days of the injury. The school must be notified within three (3) days of that injury. For the insurance company to honor a claim, the proper claim form must be filed with the insurance company regarding the accident. The parents are responsible for obtaining a claim form from the school office filing the necessary claim with the insurance company. Benefits will be payable for covered expenses that are not recoverable from another plan providing medical expense benefits.”

### Sport Conflicts

- SCS Athletics take priority over outside teams and should be seen as first priority. If a student cannot fully commit to an SCS team over an outside team, he/she should not take a team spot over another student who can commit.
- If a student is playing on two SCS teams that conflict with each other, that student should rotate missing practices from each sport. If the conflict is between a game and a practice, the game will always take first priority.
  - If it becomes apparent that a student receives playing time in one sport more than the other, the coaches can discuss the situation and determine with the student which sport event the student should attend.

### Early Dismissal Procedures

- For games that requires students to be dismissed from school early, students will be called down the office at the respected time. Students are expected to get dressed quickly and quietly in the bathrooms. Parents should sign student athletes out at the front desk in the Athletic Notebook. If there is a sibling to be checked out, parents should do so at the front desk in the regular sign out book.
- If a student is riding to a game with someone other than his/her own parent/guardian, a note must be turned into the front desk the day of the game giving the student permission to ride with another parent, accompanied with a parent signature.
- Students being dismissed early for a game are required to let their teachers know the day before their dismissal about their absence from class. It is up to the individual teacher’s discretion how the student should make up any missed work or exams.

## Sports Sign Up

- Any student wishing to participate in any SCS sport is required to fill out the form on the “Sports – Sign Up” page on the SCS website during the sign up period for each sport. Sign up periods for each sport will be emailed out to all parents through Plus Portals and will be announced during morning announcements at school.

## General Information

- Any player that is ejected from a game for disciplinary reasons will have to meet with the Athletic Director and School Disciplinarian the following day for determination of possible suspension from team activities.
- All uniforms supplied by the school to a student athlete must be washed and returned into the PE Office upon completion of the season. Any student that does not return the uniform will have to pay the price for the Athletic Department to purchase a matching uniform.
- If a student misses a tryout due to being sick or family emergency, he/she will be given another chance to tryout determined by the Athletic Director.

## Team Fee Disclaimer

- If a student wishes to participate in an SCS sport, but is unable to pay the team fee, please contact the Athletic Director in charge of that sport.

## **Middle School Intramurals**

### General Information

- The Intramural Program is available for all Middle School students and takes place during Middle School Recess throughout the school year.
- The Intramural Program was created to give our students the opportunity to play competitive sports and improve their skills outside of PE class.
- We offer various intramural sports throughout the course of the year, including Flag Football, Basketball, Soccer, Volleyball, and more.
- Students are allowed to sign up for any sport they choose, but are not required to play in every intramural sport. For instance, a student can sign up for Intramural Flag Football, but not Intramural Basketball.
- Students that sign up for an Intramural team are committing to their team. If a student signs up for a sport and consistently does not show up, they will not be allowed to sign up for future Intramural teams.
- All of our Intramural teams are gender divided with the exception to Co-Ed Soccer.

### Sign-Up Information

- Any student wishing to participate in Middle School Intramurals is required to fill out the form on the “Intramurals” page during the sign up period for each sport. Sign up periods for each sport will be emailed out to all parents through Plus Portals and will be announced during morning announcements at school. The “Intramurals” page and any other information regarding these sports can be found under the “Students” tab on the SCS website ([www.scsgators.org](http://www.scsgators.org)).

## **Coach Information**

### Practice

- As noted in the Student Handbook, “The academic pursuits of the students have priority over extracurricular activities. The duration and frequency of practices of any extracurricular organization should reflect this priority. Specifically, the school-night practices may end no later than 9:15pm unless prior approval has been obtained from the principal or designee. Practices during exam week should be held to an absolute minimum.”
- In accordance with the guidelines set forth by the Archdiocese of New Orleans, no athletic events (games or practices) will be held on any Sunday.
- Any practice scheduled during a holiday cannot be deemed mandatory for any reason. Any practice during a school holiday should be seen as optional and should not result in any player missing game time due to their absence.
- As noted in the Student Handbook, “Practices for extracurricular activities must be scheduled in a timely manner. Scheduled practices for every curricular activity must begin and end punctually, and coaches and participating students must be on time. This is required to allow for reasonable planning by both coaches and participants and for efficient utilization of the schools physical plant.”
  - A coach should never leave a practice until all remaining players have been picked up by their parents.

### Safe Environment

- All SCS coaches (head and assistant) are required by the Archdiocese of New Orleans to be Safe Environment certified. Information on becoming Safe Environment certified can be found on Page 18.
- Once passing the online background check, volunteers have 30 days to become certified.
- Certification lasts three years after taking the Safe Environment Training Session. Once that certification expires, volunteers can then renew certification online.



## General Information

- Any complaints or disrespectful activities from a parent to a Coach should be immediately reported to the Athletic Director.
- Any coach that is ejected from a game for disciplinary reasons shall meet with the Athletic Director the following day to discuss conduct at SCS Athletic events.

## **Athletics Award Ceremony**

The annual Athletics Award Ceremony will be held every year at the end of the school year in May. There will be several awards given out in addition to every student receiving a medal for each sport they participate in, including:

- Outstanding Athlete Award
  - Given to one player on every team, and two for every co-ed team
  - If a student plays on more than one team, he/she can only receive one outstanding athlete award.
  - The recipient made a significant contribution to the team through their athletic ability, leadership, positive attitude, work ethic, and team player attitude.
- All-Around Student Athlete Award
  - Given to one boy and one girl for grades 5<sup>th</sup> – 7<sup>th</sup>
  - The recipient of the All-Around student athlete award is given to someone who is involved in at least two or more athletic teams at SCS.
  - The recipient 1) displays strong leadership and sportsmanship on and off the field; 2) maintains a positive attitude and is willing to go above and beyond what is required; 3) has a strong commitment to SCS; 4) excels not only on the field, but also academically in the classroom; 5) displays Christian virtue both on and off the field
- St. Sebastian Award
  - Given to one adult volunteer
  - The recipient made a significant contribution in the SCS Athletic program

## **Sport Information**

In this section, information about each individual sport can be found, including tryout dates, equipment requirements, team commitment requirements, and team fees.

### **Boys' Flag Football (Sr. and Jr.)**

Boys' Flag Football teams are open to all boys in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in late August and the season runs from September through October. Uniform tops and flags are provided to the students and should be returned upon season's completion. Students are required to wear SCS PE shorts with their uniforms and cleats.

Team Fee: \$15

### **Boys' Basketball (Sr. and Jr.)**

Boys' Basketball teams are open to all boys in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in late October and the season runs from November through January. Full uniforms are provided to the students and should be returned upon season's completion.

Team Fee: \$15

### **Boys' Lacrosse (Sr. and Jr.)**

Boys' Lacrosse teams are open to all boys in 4<sup>th</sup> – 7<sup>th</sup> grades. Parent information meeting, tryouts, and practices begin in October and the season runs from January through May. Full uniforms, goalie equipment, and helmets are supplied by the school. Students must supply their own elbow pads, gloves, stick, protective cup, mouth piece, and cleats.

Team Fee: ~ \$150

### **Boys' Tennis**

Boys' Tennis is open to all boys in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in late August and the season runs from September through May. Practice clinics are held every Thursday morning from 7:00-8:00AM at Metairie Country Club with a club pro; clinic fees are paid for and split between members of the team. Full uniforms are provided to

the students and should be returned upon season's completion. Students can purchase team visor, but is not required. Students must provide their own racquet and court shoes.

Team Fee (With visor): \$35

Team Fee (Without Visor): \$15

Clinic Fee: ~ \$250 (depends on total amount of clinics and players on team)

### **Boys' Volleyball**

Boys' Volleyball team is open to all boys in 5<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in February, followed by a one weekend tournament. Uniform tops are provided to the students and should be returned after the completion of the tournament. Students are required to wear SCS PE shorts with their uniforms.

Team Fee: Free

### **Boys' Baseball (Sr. and Jr.)**

Boys' Baseball teams are open to all boys in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in late February and the season runs from March through May. Uniform tops are supplied and should be returned upon season's completion. Students must supply their own gray pants, blue belt and blue socks for games, as well as supply their own glove, bat, and cleats. Students must purchase an SCS Baseball hat which will be included in the team fee, unless they already have the hat from the previous year.

Team Fee (with hat): \$40

Team Fee (without hat): \$15

### **Co-Ed Swimming**

Co-Ed Swimming team is open to all students in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in late August and the season runs from September through October. Students must purchase a team swimsuit and swim cap which will be included in the team fee, unless they already have the suit and cap from the previous year. Students are also responsible for supplying their own goggles.

The minimum requirements for trying out for the team include: should be able to swim 50 yards without resting; be able to dive into the pool to start their swim; perform the backstroke without flipping their shoulders vertical.

Team Fee (with swimsuit and swim cap): \$60 for girls, \$50 for boys

Team Fee (without swimsuit and swim cap): \$15

### **Co-Ed Soccer (Sr. and Jr.)**

Co-Ed Soccer teams are open to all students in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in early November and the season runs from November through January. Full uniforms are provided to the students and should be returned upon season's completion. Students must provide their own shin guards, soccer cleats, and soccer ball.

Team Fee: \$15

### **Co-Ed Cross Country**

Co-Ed Cross Country team is open to all students in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups take place in late August and the season runs from September through October. Full uniforms are provided to the students and should be returned upon season's completion. Students must provide their own durable running shoes.

Team Fee: \$15

### **Girls' Volleyball (Sr. and Jr.)**

Girls' Volleyball teams are open to all girls in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in early May for the following school year and the season runs from August through October. Teams also play in a sand volleyball league during the summer. Full uniforms are provided to the students and should be returned upon season' completion. Students must provide their own knee pads.

Team Fee: \$15

### **Girls' Basketball (Sr. and Jr.)**

Girls' Basketball teams are open to all girls in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in October and the season runs from November through February. Full uniforms are provided to the students and should be returned upon season's completion.

Team Fee: \$15

### **Gatorettes Dance Team**

Gatorettes Dance team is open to all girls in 5<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in March and practices begin immediately. Students must participate in 3-day overnight camp and trip to Walt Disney World around Mardi Gras time (every other year). Team fees can be made annually or monthly. Team Fee does not include Disney fees.

Team Fee (new member): ~\$2000

Team Fee (returning member): ~\$1500

### **Cheerleading**

Cheerleading team is open to all girls in 4<sup>th</sup> – 7<sup>th</sup> grade. Sign ups and tryouts take place in March and practices begin immediately. Students must participate in an overnight camp and trip to Walt Disney World around Mardi Gras time. Team Fee does not include Disney fees.

Team Fee (new member): ~ \$2000

Team Fee (returning member): ~\$1600

### **Girls' Tennis**

Girls' Tennis team is open to all girls in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in August and the season runs from September through May. Practice clinics are held every Friday morning from 7:00-8:00AM at Metairie Country Club with a club pro; clinic fees are paid for and split between members of the team. Students must purchase SCS Tennis shirt which will be included in the team fee, unless they already have shirt from previous year. Students must provide their own tennis skirt and racquet.

Team Fee (With shirt): \$40

Team Fee (Without shirt): \$15

Clinic Fee: ~ \$320 (depends on total amount of clinics and players on team)

### **Girls' Flag Football**

Girls Flag Football team is open to all girls in 6<sup>th</sup> – 7<sup>th</sup> Grades. Sign ups and tryouts take place in November, followed by a one weekend tournament. Uniform tops are provided to the students and should be returned after the completion of the tournament. Students are required to wear SCS PE shorts with their uniforms.

Team Fee: Free

### **Girls' Softball**

Girls' Softball team is open to all girls in 4<sup>th</sup> – 7<sup>th</sup> grades. Sign ups and tryouts take place in February and the season runs from March through April. Uniform tops are provided to the students and should be returned upon season's completion. Students must supply their own gray pants and socks, as well as bat, glove, and cleats. Students may also purchase an SCS visor if they would like but is not required.

Team Fee (with visor): \$35

Team Fee (without visor): \$15

## **St. Catherine of Siena Coaches' Philosophy**

At St. Catherine of Siena, our Athletic program serves as a catalyst for our students to build character and grow spiritually through sport while also developing his/her skills. The mission of the SCS Athletic Program is simple:

**Through SCS Athletics, we will strive to instill self-discipline, responsibility, integrity, and love of the game through an emphasis on our Catholic education, teamwork, leadership, and respect for the rules of the game.**

Coaches must be aware that they have a tremendous influence on the development of our student athletes and therefore, will always uphold the following guidelines:

We should not encourage a “win at all cost” mentality. The priority of our program is to follow our mission and develop our student athletes into the best Christian athlete they can be.

Coaches will teach the children, through his/her own behavior, that both the opponents and the officials should always be treated with respect and dignity.

Coaches should give all players the opportunity to develop their skills alongside their teammates throughout the course of the season.

Coaches should emphasize to the players that success is not determined on wins or losses, but whether they tried their best and further developed their skills each and every day.

I have read the above guidelines laid out by the SCS Athletic Program and agree to encourage and instill them amongst our team.

Name & Signature: \_\_\_\_\_

# **Catholic School Athletic League**

## **Parents Code of Ethics 2019-2020**

“The welfare of the game depends on how the coaches, students, and parents live up to the Christian values and the spirit and letter of ethical conduct.”

Is the duty of all concerned with the Catholic School Athletic League.

1. To emphasize the proper Christian ideals, values, sportsmanship, ethical conduct and fair play.
2. To eliminate all possibilities which tend to destroy the best values of the game.
3. To stress the values derived from playing the game fairly.
4. To show cordial courtesy to visiting teams and officials.
5. To establish a happy relationship between visitors and host.
6. To respect the integrity and judgement of sports officials.
7. To achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
8. To encourage leadership, use of initiative, and good judgment by players on the team.
9. To stress values derived from being a supportive and contributing member of the team.
10. To recognize that the purpose of athletics is to promote physical, mental, moral, social, and emotional well-being for all players.
11. To remember that an athletic contest is only a game, not a matter of life, or death for a player, coach, official, fan, community, state or nation.

We hereby agree to uphold this Code of Ethics in every game and practice that I participate in or am a spectator at. I also understand that violating the Code of Ethics could result in my child being dismissed from his/her team and/or CSAL Sports.

School Name: \_\_\_\_\_

Parent's Name/Signature: \_\_\_\_\_

Student Name/Signature: \_\_\_\_\_



## **St. Catherine of Siena Athletics Parent Conduct Code**

1. The St. Catherine of Siena program takes precedent over all other outside athletic programs. Students must fully commit in order to play for an SCS Gator team.
2. If a student is hurt during an SCS Athletic event, the student must report to the PE office at the beginning of their first day back at school to fill out an Incident Report Form.
3. Things you may talk to the Coach or Athletic Directors about concern the following:
  - a. How can my child improve?
  - b. Practice/Game Scheduling Conflicts
  - c. Injury Concerns
4. Things you should not discuss with the Coach or Athletic Directors about include:
  - a. Child not making a team
  - b. Playing Time
  - c. Critiquing another player or team strategy
5. Any parent seen disturbing or heckling a referee or umpire will be given one warning and asked to leave the event. If another issue occurs, the parent will not be allowed to attend any Athletic contests for the remainder of the school year.
6. If your child does not make a team, here are options in order for your child to participate and improve for trying out for next year's team:
  - a. Participate in our intramural sports program
  - b. Play at a local playground

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

## **Safe Environment Information for Employees and Volunteers**

The charter of the Archdiocese of New Orleans and the directives from the Archbishop, all employees and volunteers (18 years and older) who have regular contact with minors must complete the following two-part process before working with children. Questions or concerns, please contact Paula Atchley, Director of Religious Education, paula@stcatherineparish.com or 835-9343 Ext 1506.

### Background Check Process:

1. Click on or copy and paste the following link:  
[https://www.eappsdb.com/Login.asp?ORGZ\\_KEY=62](https://www.eappsdb.com/Login.asp?ORGZ_KEY=62)
2. After the “ATTN” paragraph you will see a sentence saying “First time users are asked to Click here....” Please click “click here”
3. The application page will prompt you to locate “Metairie St. Catherine of Siena” in the Drop down menu.
4. The Access Code is “safety”
5. Please know, there are several pages for you to complete and you will have to “submit at the end of each page of the application or all information will be lost.

### Training Sessions:

1. If this is your first time going through the process you must attend a one hour Safe Environment Training session.
2. A list of training sessions can be found at <https://www.arch-no.org/safe-environment>.
3. Registering for the sessions is encouraged, however, you can show up at the most convenient one.
4. Make sure you sign in on the St. Catherine of Siena Sign in Sheet.
5. If you have attended a training class, renewal is available online. Renewal instructions can be found at <https://safeandsacred-nola.org>

## FAQs

1. What happens if I missed the sign up period for a sport my child wanted to sign up for?  
If the tryouts have not taken place yet and there are no other circumstances preventing the student from still trying out, the student will still be allowed to tryout. If tryouts have already taken place, they will have to wait until the next year.
2. What happens if my child is sick or injured during a tryout?  
If your child is sick or injured during tryouts, when they are healthy again, they will be given an opportunity to try out and potentially join the team mid-season.
3. How is it decided if my child will play on the Junior or Senior team?  
All 7<sup>th</sup> graders must play on Senior teams. 4<sup>th</sup>-6<sup>th</sup> graders can be placed on either the Junior or Senior team. The determination of team placement will be determined on a per-sport and per-individual basis. This is due to varying factors including total number of sign up participants, coach availability, league competition, and which league we play in (Some of our leagues have Junior (4<sup>th</sup>-6<sup>th</sup>) and Senior (6<sup>th</sup>-7<sup>th</sup>) divisions, while other leagues have 6<sup>th</sup> and 8<sup>th</sup> grade divisions).
4. Why am I paying a fee for every sport? What does this fee go towards?  
The sport fee has been created to help cover the cost of our growing Athletic program. With every growing year, our equipment and uniform costs have gone up, as well as many new additions to our program. These fees will go towards several things, including: jerseys, equipment, field and referee/umpire fees, new additions to the program, etc.
5. What if I cannot afford the team fees?  
If your child wishes to play an SCS sport, but you are unsure if you can pay the team fee, please contact the Athletic Director in charge of that sport to see if an arrangement can be made.
6. How do I go about paying the team fee?  
Directions for turning in individual team fees will be emailed out at the beginning of every season and will vary depending on the sport.