



OUR LADY OF FATIMA CATHOLIC SCHOOL

Challenging Minds. Inspiring Hearts.

2019-2020 Athletics Handbook





OUR LADY OF FATIMA CATHOLIC SCHOOL

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Athletics Mission Statement:

To the Students, Parents, and Alumni:

Moments throughout last year showed me one thing: Athletics at Our Lady of Fatima is strong! Cheerleading, Volleyball, Girls' Basketball, Boys' Basketball, and Track & Field took center stage last year and did not disappoint. Acquiring new uniforms, competing in tournaments, performing in parades and at games, and winning First Place in individual competition made the Greater Houston area and members of the GHCAA aware that Texas City and Fatima are here, just like I had aimed for on behalf of this school.

Moving ahead and looking forward to the upcoming year, it is and will be special for many reasons. This year is the 70th year anniversary of Our Lady of Fatima Catholic School's existence. The aim this year is not only reflection of how far we've come as a school in that time, but also where we will go. It is in that light that the focal point from last year carries over: producing young men and women through our athletic program that will be successful in the competitive society we live in. Self-esteem, team work, respect, and school spirit will be cultivated from how we teach, how we coach, how we lead, how we play, how we lose, but more importantly, how we win.

I strongly encourage parents and family to navigate the school's website. There are forms, information, and game schedules provided and updated throughout the year. There is also countdown clocks to let you know when each sport season officially starts. Where there used to be no information and confusion there is now transparency and clarity.

This past year was amazing and it was not possible without so many people helping. Thank you. Without you, it stays a dream that never becomes reality for our children. Like anything in life, change does not come easy, and it does not come without hard work. Deviating from the long accepted norm, and challenging ourselves to reach a higher platform is the new mindset, in academics and athletics alike.

We will compete. We will win. We will reach the playoffs. Our hard work and dedication to our team will demonstrate that mindset and demand the respect of anyone who watches.

I hope and pray for a strong successful year free of injury or incident. I pray that people will volunteer, donate time and/or monetary contributions, because they see and feel what I've seen and felt since I became Athletic Director. Thank you so much and God Bless You!

Sincerely,

Ygnacio Lopez III, MS, MS
Athletic Director
Head Coach – Boys' Basketball
ylopez@fatimatc.org



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REGISTRATION CHECKLIST (Please Mark Off Each Completed Item)

- Complete the Parent/Guardian Consent Form, Medical History Form, schedule a physical examination, and Have your child's Doctor complete the Physical Examination Form (4 Pages).
- Complete the Athletic Trip Permission Form (2 Pages).
- Complete the Voluntary Service Agreement Form (1 Page).
- Student(s) and Parent(s)/Guardian(s) complete the Registration and Acknowledgment & Agreement Form (1 Page).
- Sign and return ALL COMPLETED forms.
- Pay the designated Athletic Fee(s).

NOTE: All necessary forms are included in the back of this Handbook and can also be found on the school website.

No Forms, No Payment = No Play, No Exceptions



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INTRODUCTION

This Athletic Handbook is provided to inform students and parents of the athletic procedures and policies of Our Lady of Fatima Catholic School. ***We ask parents to carefully read all sections of the handbook and review them with your child.***

Our Lady of Fatima Catholic School operates in accordance with the Diocesan Board of Education Policy Number 621 that reads:

“A school within boundaries of the Diocese of Galveston-Houston that will be known as a Catholic School shall follow the regulations as set forth by the Catholic School Office.”

Catholic Schools in the Diocese of Galveston-Houston guarantee all students the rights, privileges, programs, and activities made available to the general student body. Catholic Schools do not discriminate on the basis of race, color, age, or national origin. Our Lady of Fatima Catholic School adheres to the guidelines established by the Texas Catholic Conference Education Department. We currently hold membership in the National Catholic Educational Association (NCEA). We will follow the general guidelines set forth by the Greater Houston Catholic Athletic Association (GHCAA).

Our Lady of Fatima Catholic School and administration retain the right to amend the Athletic Handbook. By no means is this Handbook considered all-inclusive. Administration and staff will exercise professional judgment and discretion to address situations fairly and consistently. The enrollment of a child at Our Lady of Fatima Catholic School in athletics is considered to be an agreement on the part of the student and parents or guardians that they will comply with all school procedures, regulations and policies including but not limited to such procedures, regulations, and policies in this Athletic Handbook.

After reviewing this Athletic Handbook with your child, sign the acknowledgement form located at the back of this Handbook. The form must be returned to your child’s coach.

“Faith is to believe what you do not see; the reward of this faith is to see what you believe.”

– St. Augustine



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ATHLETICS PROGRAM GENERAL INFORMATION

For the 2019-2020 school year, Our Lady of Fatima Catholic School offers a variety of sports for both boys and girls, including:

Fall Sports:

- Cheerleading
- Co-Ed Soccer
- Girls' Volleyball

Winter Sports:

- Boys' Basketball
- Girls' Basketball

Spring Sports:

- Track & Field

PLEASE NOTE: There is no guarantee that a sport will be offered if there is not enough student participation to make a full team. However, additional sports are periodically considered if there is sufficient interest on the part of the students and parents. The athletic program falls under the jurisdiction of the School, and is administered by: the Principal, the Athletic Director, full-and part-time coaches, and parent volunteers.

ELIGIBILITY FOR PARTICIPATION

Participation in athletics is a NOT a right; it is a privilege, requiring a commitment from both student participant and his/her parent(s)/guardian(s). Students earn the privilege of participating through maintaining a commitment to academics, effort, dedication, desire and self-discipline.

Enrollment: Students must attend Our Lady of Fatima Catholic School.

Grade Level Requirements: Students in grades 5th-8th are eligible to participate in athletics. Participation may be opened to students as young as the 3rd grade *in certain sports* should it not be possible to form a team from grades 5th-8th.

Age Requirements: Age requirements will vary based on availability of the sport(s), as well as the availability of student-athletes available to participate in said sport(s). Age requirements and guidelines, as provided by the GHCAA, will be followed accordingly.

Financial Obligations: Students must be in good standing on all financial obligations to the school, including: tuition, fees, etc. ***Students will be required to pay an athletic fee for each sport in which they participate; athletic fees are non-refundable.*** Any additional charges, dues, or membership fees must be paid by the student at the time charges are incurred. This MAY include, but is not limited to: tournament participation, GHCAA membership, and other



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ELIGIBILITY FOR PARTICIPATION (continued)

expenses that may arise throughout the season. Uniforms will not be distributed to an athlete until financial obligations have been fulfilled.

Attendance: Students with unexcused absences on the day of a game or practice may not participate in athletic activities that day.

Academics/Behavior: Students must maintain an average of “C” or better in every subject area and an “S” or better in conduct in all classes in order to participate on an Our Lady of Fatima sports team.

Opportunity to participate is determined by Report Card grades and Progress Report grades. Academic and behavioral reassessment is done at the end of the two-week period following the receipt of the grades. If a student is placed on probation or ineligible to play as defined below in sections A) and B), the period begins on the day the Report Card or the Progress Report is issued and continues through the two weeks following until grades are reassessed. If a student-athlete does not improve academically or behaviorally, he/she will remain on probation or ineligible to play through the next two-week period until reassessment. An average of 78 or above and an “S” or above in conduct must be earned in order to play. The 78 or above is an average of all grades taken (tests, projects, quizzes, homework, and participation).

The Athletic Director will notify the coaches and student-athletes of their play status. Teachers will average grades and report any student-athletes to the Athletic Director on the assessment dates (dates that Report Cards and Progress Reports are given to the student/parent) and will not be required to average grades on a weekly/daily basis. Situations that affect a student athlete’s playing status are as follows:

A) If a student has an average of 70-77 (D) or an “N” in conduct in any subject on his/her Report Card or Progress Report, the student-athlete is placed on a two-week probation and may continue to participate in practices for the sport, but may not participate in any District games/meets. Failure to bring grades up to the requirements for play at the end of the two-week probationary period will result in ineligibility. If ineligibility is acquired, the student-athlete will not participate in any games, meets, or competitions and may only attend practices with written consent from both the parent/guardian and the Principal.

B) If a student has an average of 69 or lower or a “U” in conduct in any subject, the student is automatically ineligible to play for a two week period beginning the day Report Cards or Progress Reports are issued. The student-athlete will not participate in any games, meets, or competitions during this period of ineligibility, and may only attend practices with the written consent of both the parent/guardian and the Principal. Failure to bring grades up to the requirements for play at the end of the two week probationary period will result in continued ineligibility.



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ELIGIBILITY FOR PARTICIPATION (continued)

C) In the event that a student-athlete is suspended from school, the student-athlete will be ineligible to play on an Our Lady of Fatima sports team for a period of two weeks. The two week period will consist of days when school is in session and does not involve holidays or times when school is not in session. The period of ineligibility will begin the date that written notice of suspension is given to the student/parent and will continue for ten school days. The student may attend practices with the exception of the actual day(s) of suspension. The student-athlete may not participate in game play and cannot travel with the team during the ten day period.

D) Student-athletes, who display inappropriate behaviors that lead to major referrals, may at the discretion of the Principal/Athletic Director/Coach be subjected to the same policies that apply to student-athletes who have been suspended. Verbal and/or written notice will be given to the student-athlete/parent.

Sportsmanship: Any student-athlete whose conduct, dress, or other display of behavior unbecoming an Our Lady of Fatima student that may discredit the reputation of the school, can be declared ineligible for athletic competition. Such decisions are made by the Coach and Athletic Director in consultation with the Principal, and are final.

Parents similarly are expected to refrain from public criticism and/or private remarks which may adversely reflect on our school's participation in interscholastic sports. Parents are allowed to observe practices if desired, but are required to keep their personal opinions to themselves. Private meetings with the coach can be scheduled. Parents are prohibited to approach the coach or game official/referee during a game/competition, and are also not permitted near the coach's/player's bench or the sports official stand during a game. The ONLY exception for this rule is if their child is injured.

PARTICIPATION OVERVIEW

Team Selection: The head coach or sponsor is responsible for the team selection process for the individual sport/activity. Expectations for participation will be explained to the students prior to try-outs being conducted.

Team Meeting: All coaches hold pre-season meetings. Attendance of at least one parent is mandatory. This requirement must be met prior to the student being allowed to participate in competition. Students will be provided with a copy of the Athletic Handbook, fee requirements, practice schedules, game schedules, and game maps.

Practices: Students are expected to attend all practices, games, and meetings called by the coach. If a student misses a practice, game, or meeting, the coach must be notified immediately. Students who miss practices, games, or meetings may lose playing time in future games. All Our Lady of Fatima practices are closed practices. Students are expected to be picked up immediately at the practice/game's conclusion with definite plans prearranged. A 15-



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PARTICIPATION OVERVIEW (continued)

minute grace period for athletes will be allowed prior to late fees of \$1.00 per minute being assessed. The procedure adheres to general school policy for late pick-ups.

Uniforms and Equipment: School-issued uniforms and equipment are to be used for all Our Lady of Fatima games, competitions, and special activities. The wearing of team uniforms for PE classes is unacceptable. Care must be taken to keep uniforms and equipment in good condition. At the end of each sports season all uniforms and equipment, in cleaned and good condition, must be returned to the school at the end of the sports season.

Students may not compete in another sport until uniform matters are resolved. A student's report card may be withheld at the end of the quarter if uniforms have not been returned. Students who leave a team before the end of a season must return uniforms and equipment immediately. Students are responsible for furnishing their own socks, shoes, knee pads and shin guards. These must meet team specifications for color, etc.

Facilities and Equipment: Our Lady of Fatima Catholic School is responsible for providing the facilities and equipment needed for practices and games. Students are responsible for personal equipment such as knee pads, safety glasses, shin guards, etc.

Transportation: Will be provided by the parents. If a student-athlete needs a ride, an "Athletic Trip" permission form located on our website must be completely filled out and signed by the parent, and submitted to the coach prior to each away game/competition. Only parents will be allowed to pick-up their child from "away" competitions. Students must be signed out by the parent. In the event of weekend competitions/tournaments, parents are responsible for arranging transportation.

Injuries: Our Lady of Fatima DOES NOT provide health or medical insurance for students participating in athletic activities for the school year. Families are the primary providers of coverage and information regarding families' existing policies must be provided to the school. Complete documentation of injury and situation is to be recorded and submitted by attending staff member.



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PARENT/GUARDIAN CONSENT FORM

Parent/Guardian consent, medical history, and physical evaluation are to be completed:

1. Annually
2. Before any practice (both in-season and out-of-season) or games/matches

Student's Last Name: _____ First Name: _____ Middle Initial: _____

Date of Birth: _____ Age: _____ Grade: _____ Sex: _____

Home Street Address: _____

City: _____ State: _____ Zip Code: _____

Mom/Guardian: Home #: _____ Cell/Pager #: _____

Work Place _____ Work #: _____

Father/Guardian: Home #: _____ Cell/Pager #: _____

Work Place _____ Work #: _____

Name of Insurance Provider: _____ Policy Number: _____

Name of Insured: _____ Social Security Number: _____

Physician's Name: _____ Phone: _____

Dentist's Name: _____ Phone: _____

MEDICAL INFORMATION

Date of Student's Last Tetanus Booster Vaccination: _____

Drug Allergies or Other Medical Conditions: _____

In case of Emergency, when the above people can not be located call:

_____ Home #: _____ Work #: _____ Cell/Pager #: _____

_____ Home #: _____ Work #: _____ Cell/Pager #: _____

Consent

I, _____, grant permission for my child _____ to participate in extracurricular athletic activities. These activities will take place under the guidance and direction of school employees and/or volunteers. As a parent and/or legal guardian, I remain legally responsible for personal actions taken by the above named minor ("student"). I agree on behalf of myself, my child named herein, our heirs, successors and assigns, to hold harmless and defend _____, its employees, officers, directors and agents, and the Archdiocese of Galveston-Houston, or representatives associated with these activities, arising from or in connection with my child participating in these activities, or in connection with any illness, injury or cost of medical treatment in connection therewith, and I agree to compensate _____, its officers, directors and agents, and the Archdiocese of Galveston-Houston, or representatives associated with the activity for reasonable attorney's fees and expenses arising in connection therewith.

I hereby warrant to the best of my knowledge, that my child is in good health, and I assume all responsibility for the health and medical care of my child. In the event of a medical emergency, I hereby give permission to school employees and/or volunteers supervising the athletic event to obtain medical services and to transport my child to the nearest hospital/emergency care center for emergency medical or surgical treatment.

Parent/Guardian Signature Relationship Date

SUBMIT THIS COMPLETED FORM (1 of 4) TO THE FRONT OFFICE



MEDICAL HISTORY FORM

Student Name: _____ Date of Birth: _____

The Medical History Form is part of the Athletic Physical and must be presented to the physician at the time of the physical examination. Explain "Yes" answers at end of form. Circle questions for which you don't know the answers.

The student with the help of the parent or guardian is to answer the following questions:

- 1. Have you had a medical illness or injury since your last check up or sports physical? Yes ___ No ___
2. Have you been hospitalized overnight in the past year? Yes ___ No ___
Have you had surgery in the past year? Yes ___ No ___
3. Are you currently taking any prescriptions or non-prescription (over the counter) medication or pills or using an inhaler? Yes ___ No ___
4. Do you have any allergies (for example, to pollen, medicine, food or stinging insects)? Yes ___ No ___
5. Have you ever passed out during or after exercise? Yes ___ No ___
Have you ever been dizzy during or after exercise? Yes ___ No ___
Have you ever had chest pain during or after exercise? Yes ___ No ___
Do you get tired more quickly than your friends do during exercise? Yes ___ No ___
Have you ever had racing of your heart or skipped heartbeats? Yes ___ No ___
Have you ever been told you have a heart murmur? Yes ___ No ___
Has any family member or relative died of heart problems or of sudden unexpected death before age 50? Yes ___ No ___
Has any family member been diagnosed with enlarged heart, hypertrophic cardiomyopathy, long QT syndrome, Marfan's syndrome, or abnormal heart rhythm? Yes ___ No ___
Have you had a severe viral infection (for example, myocarditis or mononucleosis) within the last month? Yes ___ No ___
Has a physician ever denied or restricted your participation in sports for any heart problems? Yes ___ No ___
6. Do you have any current skin problems (for example, itching, rashes, acne, warts, fungus, or blisters)? Yes ___ No ___
7. Have you ever had a head injury or concussion? Yes ___ No ___
Have you ever been knocked out, become unconscious, or lost your memory? Yes ___ No ___
If yes, how many times? ___ When was the last concussion? ___ Yes ___ No ___
How severe was each one? (Explain in the space provided) Yes ___ No ___
Have you ever had a seizure? Yes ___ No ___
Do you have frequent or severe headaches? Yes ___ No ___
Have you ever had numbness or tingling in your arms, hands, legs or feet? Yes ___ No ___
Have you ever had a stinger, burner, or pinched nerve? Yes ___ No ___
8. Have you ever become ill from exercising in the heat? Yes ___ No ___
9. Have you ever gotten unexpectedly short of breath with exercise? Yes ___ No ___
Do you cough, wheeze, or have trouble breathing during or after activity? Yes ___ No ___
Do you have asthma? Yes ___ No ___
Do you have seasonal allergies that require medical treatment? Yes ___ No ___
10. Have you had any problems with your eyes or vision? Yes ___ No ___
11. Are you missing any paired organs? Yes ___ No ___
12. Do you use any special protective or corrective equipment or devices that aren't usually used for your sport or position (for example, knee brace, special neck roll, foot orthotics, and retainer on your teeth, hearing aid?) Yes ___ No ___

SUBMIT THIS COMPLETED FORM (2 of 4) TO THE FRONT OFFICE



Archdiocese of Galveston-Houston

Catholic Schools Office

MEDICAL HISTORY FORM – PART 2

Student Name: _____ Date of Birth: _____

- 13. Have you ever had a sprain, strain, or swelling after injury?
Have you broken or fractured any bones or dislocated any joints?
Have you had any other problems with pain or swelling in muscles, tendons, bones, or joints?
If yes, check the appropriate one and explain below.

- Head Neck Back Chest Shoulder Upper Arm
Elbow Forearm Wrist Hand Finger
Hip Thigh Knee Shin/Calf Ankle Foot

- 14. Do you want to weigh more or less than you do now?
Do you lose weight regularly to meet weight requirements for your sport?
15. Do you feel stressed out?
16. Record the dates of your most recent immunizations (shots) or disease for:
Tetanus Measles
Hepatitis B Chickenpox

17. Are you currently under a doctor's care?

FOR FEMALES ONLY:

- 18. When was your first menstrual period?
What was your most recent menstrual period?
How much time do you usually have from the start of one period to the start of another?
How many periods have you had in the last year?
What was the longest time between periods in the last year?

Explain "Yes" answers here:

Blank lines for explaining "Yes" answers.

Please list all prescribed medication taken by your child:

Blank lines for listing prescribed medication.

I hereby state that, to the best of my knowledge, my answers to the above questions are complete and correct.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

I have reviewed and acknowledge the information in this Medical History Form.

Physician's or Authorized Examiner's Signature: _____ Date: _____

SUBMIT THIS COMPLETED FORM (3 of 4) TO THE FRONT OFFICE



PHYSICAL EXAMINATION FORM

Student's Name: _____ Height: ____ Weight: ____ Pulse: ____ Blood Pressure: ____
 Vision R 20/ ____ L 20/ ____ Corrected: Yes ____ No ____ Pupils: Equal ____ Unequal ____
 Hearing: Normal ____ Referred ____ Spinal Exam: Normal ____ Referred ____ % Body Fat (optional) ____

MEDICAL	NORMAL	ABNORMAL FINDINGS	INITIALS
Appearance			
Eyes/Ears/Nose/Throat			
Lymph Nodes			
Heart-Auscultation of the heart in the supine			
Heart-Auscultation of the heart in the standing position			
Heart-Lower extremity pulses			
Pulses			
Lungs			
Abdomen			
Genitalia (males only)			
Skin			

MUSCULOSKELETAL

Neck			
Back			
Shoulder/Arm			
Elbow/Forearm			
Wrist/Hand			
Hip/Thigh			
Knee			
Leg/Ankle			
Foot			

CLEARANCE

- Cleared for Participation
- Not cleared for Participation Reason: _____

Recommendations and/or Restrictions: _____

The following information must be filled in and signed by either a Physician, a Physician Assistant licensed by a State Board of Physician Assistant Examiners, or a Registered Nurse recognized as an Advanced Practiced Nurse by the Board of Nurse Examiners.

Name (print/type): _____ Date of Examination: _____

Address: _____ Phone Number: _____

Signature: _____ Title: _____

SUBMIT THIS COMPLETED FORM (4 of 4) TO THE FRONT OFFICE



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ATHLETIC TRIP PERMISSION FORM (*continued*)
Our Lady of Fatima and the Catholic Schools Office
Archdiocese of Galveston-Houston

DESIGNATION OF ADDITIONAL PARENT/VOLUNTEER DRIVERS FOR ATHLETICS

If the method of transportation to the athletic events is to be another parent, this form must be completed in entirety, as directed by the Catholic Schools Risk Management Offices.

• Method of Transportation for: _____
Name of Child to be Transported

• Personal Vehicle Driven by: _____
Name of Driver

• Driver's License Number and State: _____

• Name of Insurance Carrier for Vehicle: _____
Copy of proof of insurance MUST be attached to form.

• Method of Transportation for: _____
Name of Child to be Transported

• Personal Vehicle Driven by: _____
Name of Driver

• Driver's License Number and State: _____

• Name of Insurance Carrier for Vehicle: _____
Copy of proof of insurance MUST be attached to form.

• Method of Transportation for: _____
Name of Child to be Transported

• Personal Vehicle Driven by: _____
Name of Driver

• Driver's License Number and State: _____

• Name of Insurance Carrier for Vehicle _____
Copy of proof of insurance MUST be attached to form.

SUBMIT THIS COMPLETED FORM (2 of 2) TO THE FRONT OFFICE



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**2019-2020 OUR LADY OF FATIMA ATHLETICS PROGRAM
VOLUNTARY SERVICE AGREEMENT**

I agree to help foster the growth and development of the Our Lady of Fatima Catholic School Athletics Program by providing assistance in at least one of the following areas: (Please check all areas in which you are interested in volunteering your service):

Note: Volunteering for the athletics program will count towards your volunteer hours. You MUST have also completed your CMG Connect training and have it on file with us before any volunteering occurs. If you have completed VIRTUS training in the past five (5) years, you do not have to complete CMG Connect training at this time.

Game Set-up/Clean up assistance

Concessions

Score Keeping

Fundraising

Transportation

Other (List Below):

Printed Name: _____

Student Name: _____

Parent Signature: _____

Date: _____

Student Signature: _____

Date: _____



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**2019-2020 OUR LADY OF FATIMA ATHLETICS PROGRAM
ATHLETICS HANDBOOK
REGISTRATION AND ACKNOWLEDGMENT & AGREEMENT FORM**

All students in grades 5th-8th are eligible to participate in the Athletics Program. The 2019-2020 Athletics Handbook provides the framework for the operation of the program. Students must maintain eligibility to participate.

Students must complete the registration form and athletic(s) fee for each sport or activity. **The athletic fee of \$50 for EACH of the specific sport(s) or activity must be paid WITH the completed ACKNOWLEDGMENT AND AGREEMENT form. Fees are non-refundable.**

A student must submit THIS REGISTRATION AND ACKNOWLEDGMENT & AGREEMENT form, must have paid the athletic fee(s), and submitted all additional completed forms before they can be considered fully registered and eligible to participate in Fatima Athletics.

REGISTRATION

Please check sport(s) your child(ren) would like to participate in for the 2019-2020 school year:

Fall Sports:

Cheerleading

Co-Ed Soccer

Girls' Volleyball

Winter Sports:

Boys' Basketball

Girls' Basketball

Spring Sports:

Track & Field

We have read and discussed the Our Lady of Fatima Catholic School 2019-2020 Athletics Handbook. By signing this contract, we (*student and parent/guardian*) agree to follow the procedures, regulations, and policies covered therein.

Student Signature: _____

Parent Signature: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Physician: _____

Hospital: _____ Emergency Phone: _____

H

SUBMIT THIS COMPLETED FORM TO THE FRONT OFFICE