

# 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

Dear Parents and Students:

Just as the school and religious education program are ministries of the parish, so too is the athletic program. 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 understand our parish philosophy and procedures as well as that of the CAA (Catholic Athletic Association), a non-profit organization established to provide athletic opportunities for our students. Our combined mission is to develop and administer programs which encourage the athletic development of participants through promoting participation in athletic activities, advance participants' skills, create camaraderie and friendship, promote sportsmanship and teamwork, and encourage social interaction and leadership. For more information about CAA go to: [www.stpaulcaa.org](http://www.stpaulcaa.org).

**SEAS IS A PARTICIPATION BASED ATHLETIC PROGRAM.** At the elementary school age level (through eighth grade) we stress skill development and participation over competition.

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. 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 School Principal.

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,

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"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 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 our 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 and moral standing, participate in practices and games. Students benefit physically, socially, and emotionally by participating in our program.

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

\*Fifth grade eligibility will vary based on enrollment for each sport.

*Fall: After Labor Day 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: November to late February/early March*

Boys and Girls Basketball – Grades 5-8\*

Boys and Girls Archery – Grades 4-8 (tournaments could run into April)

*Spring: March to mid/late May*

Girls Softball – Grades 5-8\*

Boys Baseball – Grades 5-8\*

Girls and Boys CAA Track Event – Grades 5-8

Girls and Boys CAA Golf Meet – Grades 5-8

Girls and Boys CAA Swimming Event – grades K-8

As a part of the shared time program with the public school, our middle school students may participate in co-curricular activities **only if** we do not offer the same activity at SEAS.

## **SEAS Athletic Fees**

A participation fee is charged for each sport. Part of the fee goes to the Catholic Athletic Association, or CAA, and the other part keeps our athletic programs as self-supporting as possible. The fee ranges from \$80 - \$95 depending upon the length of the sport season.

If a student participates in three sports in one school year, you will receive a \$30 discount off the third sport that year. If a student participates in four sports in one school year, you will receive a \$20 discount off the fourth sport that year. Discounts do not apply for CAA one day events (Cross Country, Track, Swim, Golf Events).

CAA one day events have their own fee rates for those who enter. These rates vary depending on the sport and information will be made available to families prior to registering for those events.

## **Eligibility**

Students must be registered at St. Elizabeth Ann Seton Catholic School to participate in SEAS Athletics.

## **Requirements PRIOR to Starting a Sport at SEAS**

- Registration form - completion of the Athletic Registration Google Form that can be found at [www.seas-school.org/athletics](http://www.seas-school.org/athletics).
- Sports Physical - All students participating in athletics at SEAS are required to have a sports physical on file. Physicals are valid for a 3-year period. Physical forms are available from your doctor or on the school website at [www.seas-school.org/athletics](http://www.seas-school.org/athletics); hardcopies can be obtained from the SEAS athletic director or the school office. Return physical forms to the school office.
- Completion of the Google Emergency Contact form two weeks prior to the start of the sport that can be found at [www.seas-school.org/athletics](http://www.seas-school.org/athletics).

## **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. This includes absences due to vacation, illness, suspension, or any other reason.

## **Academic Probation/Suspension**

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

**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.

## **Behavior**

A student may be placed on probation or suspension for behavioral reasons. Students and parents will be notified if their child is on probation or suspended.

## **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 athletic program whose conduct is in any way unsportsmanlike on or off the field/court of play, is subject to probation or suspension after meeting with the Coach and Athletic Director.

**Cell phones are not allowed during practices and games.**

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 school principal, after consulting with the coach and athletic director, will determine the length of the suspension.

## **Playing Time**

Our role is to expose all student-athletes to the experience of competition and team membership, playing time will be distributed as equitably as possible. This is at the discretion of the coaches. **Families 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.

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

## **PARENT/GUARDIAN EXPECTATIONS**

### **Athletic Advisory Team**

This group works in conjunction with the School Advisory Committee and the SEAS athletic director in maintaining our strong athletic program. The group reviews policy and procedures for the program. The goal is at least 5 members each year – Contact Mrs. Chandler ([athleticdirector@seas-school.org](mailto:athleticdirector@seas-school.org)) if you are interested in being a part of this group. Meetings occur, as needed, approx. 3-4 times per year.

### **Drop-off/Pick-up/After School Care**

Students are not to arrive more than 30 minutes prior to the start of a game and 15 minutes prior to the start of a practice. All students must be picked up immediately following a game or a practice.

Students are not allowed to stay after school for a practice or a game unless the practice or game starts immediately after school (2:45 for practice, 3:00 for game). Any student who stays after school for a practice or game not starting at 2:45 for practice, 3:00 for game, will be checked into BASE (Before and After School Enrichment), of which there is a drop-in rate of \$17.00/day that will be charged to your TADS billing account.

If families need to arrange after school care for their athlete, please register for BASE and complete a monthly calendar of needs. Refer to the school website [www.seas-school.org/base](http://www.seas-school.org/base) for more information.

### **Fundraising**

Concessions, Patriot Basketball Tournament, and the annual calendar raffle are the main athletic fundraisers. As a part of the SEAS athletic program, it is your responsibility to participate in these fundraisers, which include volunteering during the Patriot Tournament no matter how many or which sports your child(ren) participate in. **The proceeds go towards updating equipment and uniforms for all SEAS Sports.**

### **Insurance**

All students who participate in any athletic activities at SEAS must be covered by family health insurance. The diocese requires proof of insurance before participation (provided on the Emergency Contact form).

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 athletic activities.

### **Locker Rooms**

Locker rooms will be locked after school unless there is a practice or game immediately following school hours. Please ensure your child(ren) have the necessary items they need out of the locker rooms by the end of the school day each day. Locker rooms will be opened by a coach 30 minutes prior to a game and 15 minutes prior to a practice as needed.

**Cell phone use is prohibited in the school locker rooms.**

## **Transportation**

Parents are responsible to 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. **Due to Essential 3 requirements, coaches are prohibited from transporting students they are not directly related to.** All site locations can be found on the CAA website <http://www.stpaulcaa.org/locations>.

## **Volunteering**

We need ALL families to be actively involved. The athletic director takes care of organizing volunteers for the concession stand and site managers during home volleyball and basketball games, as well as the volunteers for the annual Patriot Tournament in February. Watch for sign-up genius links for volunteering opportunities throughout the school year.

We wouldn't have the strong athletic department that we do if it wasn't for our great parent volunteer coaches. If you are interested in volunteering your time and talent or interested in learning about available paid positions, please reach out to the SEAS athletic director or the school principal. In the event that we do not have a designated and trained coach at least 1 week prior to the start of the season we will have no choice but to dissolve the team.

The Archdiocese of St. Paul and Minneapolis requires that all volunteers and staff members must have completed the Essential Three, (VIRTUS training, a background check, and Code of Conduct). The Essential Three must be updated every three years. The full process **must** be completed **prior** to any student contact. Please note that the background check results can take up to 7 business days.

## **Patriot Tournament**

SEAS hosts an annual basketball tournament in February called the Patriot Tournament. This is historically held the second weekend in February. The boys and girls "A Teams" participate in the tournament. This is a large fundraiser for the SEAS athletic department and all families are encouraged to volunteer and attend the event. Tournament proceeds go towards updating equipment and uniforms for ALL Patriot sports.

## **Cancellations**

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

We will be using the "Remind" app to communicate all cancellations/delays. This will be the first line of communication, followed by an email. An email link will be sent out for each sport at the beginning of the season to sign up for the "Remind" notifications.

If school is canceled due to inclement weather, formally scheduled evening athletic events, practices, or games **at SEAS** will also be canceled. Away games are at the discretion of the host school. Watch for communication from the SEAS athletic director in these situations.

## **Traveling Teams**

In general, when playing on a SEAS 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.

## **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 school reserves the right to ban specific spectators from attending a sporting event if the above rules have been violated.

### **Concussion management recommendations from the MSHSL**

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, we sit them out!"

### **Return to play protocol**

During the 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 step 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 case of a 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 treating physician.

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

### **Injury Reports**

Injury forms are completed when significant first aid has been administered to an athlete.

### **Team Selection Process**

SEAS wants all student-athletes to develop their skills and gain team experience. Team size will be 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 and/or athletic director. After selection of “A” level teams, every effort will be made to place the remaining athletes on the appropriate level team to maximize their potential to develop athletic and social skills.

**Please be advised that anything not covered here will be an administrative decision as to whether or not it is permitted. The administration reserves the right to waive and/or deviate from any and all regulations for just cause at his/her discretion.**