

DIOCESAN
MIDDLE SCHOOL
ATHLETIC
ASSOCIATION
HANDBOOK

2025-2026

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THE PHILOSOPHY OF THE DMSAA

The Diocesan Middle School Athletic Association (DMSAA) is the governing body that regulates the athletic and extracurricular activities throughout the Diocese of Tulsa. The Executive Committee is appointed by the Superintendent of the Catholic Schools with representatives from participating schools. The Superintendent is the final authority on all the rulings.

Our mission is to provide a Christian environment for friendly competition and skill enhancement. Our goal is to instill the building blocks for character and leadership development, sportsmanship, and teamwork. Through the student athlete's experience, our hope is that these key elements are transferred back to the classroom and into their life-long endeavors.

MEMBER SCHOOLS

ALL SAINTS CATHOLIC SCHOOL 299 S. 9 th Street, Broken Arrow, OK 74012 918.251.3000 918.251.1678 (fax)	SAN MIGUEL MIDDLE SCHOOL 2434 E. Admiral Blvd. Tulsa, OK 74110 918.728.7337 918.660.2040 (fax)
CASCIA HALL MIDDLE SCHOOL 2520 S. Yorktown Tulsa, OK 74114 918.746.2616 918.746.2636 (fax)	SAINT CATHERINE CATHOLIC SCHOOL 2515 W. 46th St. Tulsa, OK 74107 918.446.9756 918.447.3780 (fax)
HOLY FAMILY CLASSICAL SCHOOL 820 S. Boulder, Tulsa, OK 74119 918.582.0422 918.582.9705 (fax)	SAINT JOHN CATHOLIC SCHOOL 816 S. Keeler Ave. Bartlesville, OK 74003 918.336.0603 918.336.0624 FAX
MONTE CASSINO SCHOOL 2206 S. Lewis Ave. 918.742.3364 918.742.5206 (fax)	SAINT JOSEPH CATHOLIC SCHOOL 323 N. Virginia Muskogee, OK 74401 918.683.1291 918.682.5374 (fax)
MARQUETTE CATHOLIC SCHOOL 1519 S. Quincy Tulsa, OK 74120 918.584.4631 918.584.4847 (fax)	SAINT PIUS X CATHOLIC SCHOOL 1717 S. 75 th East Ave. Tulsa, OK 74112 918.627.5367 918.627.6179 (fax)
STS. PETER & PAUL CATHOLIC SCHOOL 1428 N. 67 th East Ave. Tulsa, OK 74115 918.836.2165 918.836.2597 (fax)	SCHOOL OF SAINT MARY 1365 E. 49 th Place Tulsa, OK 74105-4798 918.749.9361 918.712.9604

OPERATIONAL STRUCTURE

EXECUTIVE COMMITTEE	
<i>CHAIRPERSON</i> Sam Naab snaab@saint-catherine.org	<i>VICE CHAIRPERSON</i>
<i>SECRETARY</i>	<i>TREASURER</i>
SPORT COORDINATORS	
<i>BASKETBALL</i> Jack Moulder Jackfmoulder2@yahoo.com	<i>SOCCER</i>
<i>TRACK</i>	<i>VOLLEYBALL</i> Katie Pfiel kpfeil@spxtulsa.org

July 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
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24	25	26	27	28	29	30
31						

8/5 – DMSAA Meeting
8/5 – Volleyball Registration Deadline
 8/15 – Feast of the Assumption
 8/18 – First Possible Games for Volleyball
 8/20 – Volleyball Coaches Meeting
 8/26 – DMSAA Meeting

September 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

9/1 – Labor Day
 9/6 – Monte Cassino 8th Volleyball Tournament
 9/13 – BK 7th & 8th Volleyball Tournament
 9/27 – Monte Cassino 7th Volleyball Tournament
 9/30 – DMSAA Meeting

October 2025						
S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

10/4 – Monte Cassino 6th Volleyball Tournament
 10/9 – Diocesan Inservice
 10/10-13 – Fall Break
 10/18-19 – Oklahoma City 7 & 8 Volleyball Tournament
 10/28 – DMSAA Meeting

November 2025						
S	M	T	W	T	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

11/11 – DMSAA Meeting
11/11 – Basketball Registration Deadline
11/11 – Preseason Tournament Registration Deadline
 11/27 – Thanksgiving

December 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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28	29	30	31			

12/1 – Basketball Coaches Meeting***
 12/4-7 – Preseason Basketball Tournaments
 12/8 – Feast of the Immaculate Conception
 12/11 – First Possible Games for Basketball
 12/16 – DMSAA Meeting
 12/25 – Christmas

January 2026						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
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1/1 – Mary, Mother of God
 1/19 – MLK Day
 1/20 – DMSAA Meeting

February 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28

2/13 – Diocesan Inservice
 12/16 – Presidents Day
 2/17 – DMSAA Meeting
2/17 – Soccer Registration Deadline
 2/28 – Ash Wednesday
2/23 – Soccer Coaches Meeting***
2/27-3/1 – Oklahoma City Tournament***

March 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2/27-3/1 – Oklahoma City Tournament***
 3/4 – First Possible Games for Soccer
 3/16-3/20 – Diocesan Spring Break
 3/31 – DMSAA Meeting

April 2026						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

4/2 – Holy Thursday
 4/3 – Good Friday
 4/5 – Easter Sunday
 4/28 – DMSAA Meeting

May 2026						
S	M	T	W	T	F	S
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10	11	12	13	14	15	16
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24	25	26	27	28	29	30
31						

June 2026						
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21	22	23	24	25	26	27
28	29	30				

6/10-6/12 – Notre Dame Play Like a Champion Conference

***Items marked with stars are tentative as of 7/10/2025

BY-LAWS

ARTICLE I

Name: Diocesan Middle School Athletic Association (DMSAA)

ARTICLE II

Section I: Purpose

The Diocesan Middle School Athletic Association is established to help provide effective coordination, leadership, supervision, and regulation for athletics for the Catholic middle schools located in the Diocese of Tulsa and Eastern Oklahoma.

Section II: Statement of Philosophy

The primary aim of the DMSAA is to provide students opportunities to discover their physical potential by being able to participate in various athletic team competitions. It is the aim of DMSAA that, through controlled and regulated athletic programs, a student will have the opportunity to grow spiritually and socially, and through the importance of self-discipline, the student-athletes will develop their fundamental athletic skills and sportsmanship.

Section III: Goals and Objectives

- A. The student-athletes recognize that athletics are just one part of their total growth, and that God, family and academics come first.
- B. Effective regulation of athletics so that athletics do not dominate the academic program but do enhance the formal education and complement the curriculum.
- C. Assist the students to experience growth and self-confidence and self-esteem.
- D. To instill in the student the desire to participate in physical activities as a recreational pursuit and to instill the appreciation and knowledge of sports as a spectator.
- E. To expose the student-athlete to the experience and encouragement of healthy and successful competition and a winning spirit.
- F. To allow the student-athlete the experience of team competition as an education for life experiences.
- G. That the student, parents, spectators, and coaches will demonstrate sportsman-like behavior at all times.

ARTICLE III

Section I: Membership

Membership is open to Grades 6, 7, and 8 in those Catholic middle schools located in the Diocese of Tulsa and Eastern Oklahoma that wish to comply with the requirements of the Rules Governing Athletics and the By-Laws listed for any of the sport programs that the DMSAA offers.

ARTICLE IV

Section I: Advisory Council

- A. An Advisory Council shall govern the DMSAA. Membership of this council shall consist of one (1) representative from each participating Middle School, Chairperson, and the Diocesan Superintendent of Catholic Schools. Each member school shall have one (1) vote for issues brought before the council. Sport Coordinators will have a vote on issues pertaining to their sport.
- B. Each school must have a council member that is a paid employee of the school and have a close interactive relationship with the administrator and students on a regular basis. The representative shall be appointed by the building principal.
- C. The DMSAA Advisory Council will be led by the DMSAA Executive Committee.
- D. The Diocese of Tulsa and Eastern Oklahoma Superintendent of Catholic Schools will appoint the Chair of the DMSAA Advisory Council who will also serve as the head of the Executive Committee.
- E. The term of office for a council member shall be one (1) year and re-appointed by the building principal.

Section II: Executive Committee

- A. The DMSAA Executive Committee shall be made up of four positions: Chairman, Vice Chairman, Secretary, and Treasurer.
 - a. Chairman
 - i. The Chairman will be appointed by the Superintendent of the Diocese of Tulsa and Eastern Oklahoma on an annual basis. The chairman will serve as a contracted employee of the diocese.
 - ii. The Chairman's primary responsibilities are to oversee the execution of all operations for all DMSAA sports each academic year. This includes but is not limited to hiring sport coordinator, scheduling and running DMSAA advisory meetings, communicating with athletic directors, principals, and diocesan representatives, and working to ensure that the values and mission of the DMSAA are protected. On top of ensuring the success of the athletics leagues within the Diocese of Tulsa, the Chairman should explore and seek out new opportunities to grow and develop the athletic leagues.

- iii. The Chairman shall execute the duties of any executive committee position or sport coordinator position until the position is filled.
- b. Vice Chairman
 - i. The Vice Chairman's primary responsibility shall be running any scheduled DMSAA meetings that the Chairman is not able to attend.
 - ii. The Vice Chairman will also be the leading Executive Committee member for any issue concerning league or sport rule violation. Those wishing to file a complaint against a team or a school will contact the vice chairman who will alert the executive committee. The vice chairman shall be responsible for setting up any special meetings concerning the allegations, communicating with school administrators, and delivering the final verdict of the Executive Committee.
- c. Secretary
 - i. The Secretary's primary responsibility is to record the attendance and minutes for each monthly DMSAA meeting. Minutes should be emailed out no later than 72 hours after each DMSAA meeting.
 - ii. The secretary is also responsible for creating the agenda for the monthly DMSAA meeting by gathering and organizing topics of discussion from advisory council members.
- d. Treasurer
 - i. The Treasurer's main responsibility is to set the annual administrative and athletic fees each year. The treasurer should also keep track of and review sport coordinator budgets consistently throughout the athletic season.
 - ii. The Treasurer is also responsible for maintaining relationships with any league sponsors throughout the season.
- B. Each Executive Committee position will be compensated. The Chairman will be compensated at a rate set by the superintendent each year. The chairman shall oversee and set the compensation rates for the remaining Executive Committee positions.
- C. Positions of Vice Chairman, Secretary, and Treasurer shall be approved by the council at the first DMSAA meeting of each academic year.
 - a. The executive committee members shall receive a small stipend each year which is set by administrative fees gathered over the course of the school year.
- D. The Executive Committee is responsible for hearing and administering a decision on any disciplinary case brought to the DMSAA's attention.
 - a. The process for administering policy violations is outlined in Section V of Article IV of the DMSAA Bylaws.

Section III: Sport Coordinators

- A. The chairman of the DMSAA shall oversee the selection and management of sport coordinators.

- B. Sport coordinators shall be compensated at a rate set by the chairman, and their payment shall come from the collected athletic fees for their sport season.
- C. The sport coordinator is responsible for creating the schedule for the season, overseeing the collection of all necessary paperwork for the athletic season, and coordinating referees for the season. Other responsibilities may be necessary to oversee the successful operation of each athletic season.
- D. Sport coordinators should keep a detailed record of all expenses and income incurred over each athletic season and share this information with the DMSAA Treasurer.
- E. Sport coordinators should be in attendance at each DMSAA monthly meeting related to their athletic program.
- F. Any council member may petition to remove a sport coordinator if they feel that they are not executing the duties responsible to their position.

Section IV: Duties and Powers of the Council

- A. Meetings of the Advisory Council are held once a month on a predetermined and regular schedule unless rescheduled for holidays or special dates. There may be council meetings in May, June, July, or December if deemed necessary by the board. Any issue to be placed on a meeting's agenda must be submitted in writing to the Secretary no later than 72 hours prior to the meeting.
Special meetings may be called by the Chairperson. Only items that have been set forth in the call for a special meeting may be acted upon at that special meeting. A simple majority of the voting members present at the meeting will be required for action to be taken.
- B. A member of the Advisory Council must present all proposed rule changes/additions to the Rules Governing Athletics to the DMSAA Advisory Council in writing. The council will review such changes with a simple majority of the voting members present at the meeting to send recommendations to each school for their review and acceptance. Upon return by the specified date, a simple majority of all council members and administrators responding is needed to accept/reject any changes.
- C. A member of the Advisory Council must present changes/additions to the By-Laws to the DMSAA Advisory Council in writing. The council will review such changes with a simple majority of the voting members present at the meeting to send recommendations to each school for their review and acceptance. Upon return by the specified date, a two-thirds (2/3) majority of all council members and administrators responding is needed to accept/reject any changes.
- D. It will be the responsibility of the Chairman to keep-update handbook material which changes regularly including contact information, yearly calendar dates, seasonal procedures and required forms. DMSAA representatives must be notified when maintenance changes occur.

- E. Rules and conditions for Catholic Middle School Leagues will be the responsibility of the Sport Coordinators and the DMSAA Advisory Council. Approval of the rules and conditions will require a simple majority of the voting council members and sport coordinators present at the monthly meeting when they are discussed and reviewed.
- F. All minutes from DMSAA Advisory Council meetings will be on file at the diocesan Catholic Schools Office.
- G. All rule or by-law changes of DMSAA will be sent in writing to all principals and DMSAA representatives.

Section V: Violation of DMSAA Policy

- A. Only a DMSAA athletic director member, representative from a school that was approved to compete in a DMSAA sponsored event, school principal, or sport coordinator may issue a charge against a school for violating DMSAA policy.
- B. Eligible individuals should complete a DMSAA Policy Violation Form found in the Forms section of the DMSAA bylaws. This form must be sent to the Vice Chairman of the DMSAA accompanied by a non-refundable \$75 investigation fee. At this time, the Vice Chairman will notify the additional members of the executive committee as well as any relevant sport coordinators of the violation accusation. The Vice Chairman will also notify any athletic directors and administrators of involved schools to inform them of the proposed policy violation. School administrators and athletic directors will have 72 hours to provide any relevant information concerning the situation to the Vice Chairman. After the 72-hour communication window closes, the Vice Chairman will schedule a meeting with the Executive Committee to review the information presented by the involved schools and render a judgement.
 - a. If the case involves a school's violation of specific sport regulations, the sport coordinator for that specific sport may be called to provide expertise for that specific sport. The sport coordinator will not have an official vote in the decision-making process.
 - b. Executive Committee members who have a relationship with a particular school involved in a disciplinary case must recuse themselves from any decision-making process.
- C. Once a decision is administered by the DMSAA Executive Committee, the Vice Chairman will notify all involved schools of the final decision.
- D. Appealing an Executive Committee Decision
 - a. If a school would like to appeal a decision made by the Executive Committee, they must submit a written Appeal form to the DMSAA Vice Chairman within 72 hours of receiving notification of the Executive Committee's decision.
 - b. At this time, the Vice Chairman will schedule another Executive Committee meeting. At this meeting, representatives from both schools will be present. The

discussion will take place in the following order. Each party will have the opportunity to present their testimony without interruption. A period of questions and discussion will be held at the end of the dialogue.

- i. The individual who brought forward the complaint about a member school
- ii. The school by whom the complaint was brought against
- iii. A period for questions and dialogue
- c. The Vice Chairman shall communicate within 72 hours following the meeting with the results of the appeal decision.

Section VI: Disciplinary Guidelines

- A. All behavior related technical fouls (including intentional, flagrant), ejections, and unsportsmanlike penalties are to be reported to the league office immediately by the host school and the officials. The official DMSAA incident report form is the preferred method of reporting. Situations differ in type and circumstance, therefore; the following will be used as guidelines, but may be adjusted (in either direction) if deemed appropriate by the DMSAA after thorough review. In a Catholic, Christian league such as the DMSAA, the spirit of the law will be the guide, not the letter of the law.

Level One (Temper/Sportsmanship)

Coaches

First Technical	Punitive action per sport rules (referee decision)
Ejection	Suspended from next game
Second Technical (different game) or UP	Suspended from next game
Second Ejection	Suspended for the season, pending review

Players

First Technical or Unsportsmanlike penalty (UP)	Punitive action per sport rules (referee decision)
Second Technical	Suspended for the rest of the game
Ejection	Suspended for next game, possibly longer
Second Ejection	Suspended for season

Spectators

First Technical or Unsportsmanlike penalty (UP)	Suspended for next two games
Second Technical (different game) or UP	Suspended indefinitely pending review
Ejection	Suspended for minimum of two games
Second Ejection	Suspended for season
Third Technical (different games) or UP	Suspended for season

Level Two (Ethics)

Violating League Rules first offense	Suspended for next full semester
Violating Suspension	Suspended for next full school year
Violating League Rules second offense	Suspended for life
Violating Second Suspension	Suspended for life

Level Three (Physical Harm)

Physically harming or threatening another person

Suspended indefinitely pending review

Factors which affect the considerations of the DMSAA in applying a more lenient or strict penalty than the stated guidelines include, but are not limited to:

- A. The history of the offender at school and league levels
- B. The testimony of the officials, opponents, and non-biased third parties
- C. The subsequent attitude and sincerity of contrition displayed by the offender
- D. The perceived knowledge and intent of the action and its effects on the fairness of all involved

RULES GOVERNING ATHLETICS

RULE I: PRE-REQUISITES

- A. Age: Any student who reaches his/her fifteenth birthday before September 1 will not be eligible for the eighth grade or below. Any student who reaches his/her fourteenth birthday before September 1 will not be eligible for seventh grade or below. Any student who reaches his/her thirteenth birthday before September 1 will not be eligible for sixth grade or below. No student will be allowed to play up more than one grade level. Playing down a student in the leagues sponsored by the Diocese will be considered on an individual basis by the Advisory Council and the League Coordinator(s).
- B. No pupil shall be eligible to practice or participate in an athletic contest for his/her school until there is, on file with the principal, the following forms: Parental Informed Consent, Physical Examination and Clearance Form completed no earlier than the summer before the beginning of the current school year, Medical History form, hazing policy, Authorization for Emergency Care, Athlete/Parent/Guardian Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet and Acknowledgement of Receipt and Review Form **These forms should be completed annually for all participants in DMSAA leagues.**

RULE II: MEMBERSHIP

- A. Membership is open for league play in grades 6, 7, and 8 in Catholic Middle Schools located in the Tulsa Catholic Diocese that wish to comply with the requirements of the following guidelines for all offered sports. For specific requirements regarding player ages and eligibility, specific league rules will be followed.
- B. If students not attending a member school are put on a roster of a team sponsored by a DMSAA school, a letter must be submitted by the principal of the school that is sponsoring the team stating conditions and need of the participant(s) to the DMSAA Secretary. These might include students in public schools who are registered members of a Tulsa Diocese parish and/or students who are being home-schooled. Each case will be

dealt with on an individual basis. The DMSAA Secretary will place the petition to discuss the situation on the agenda for the following DMSAA meeting. The final decision will be left up to the Council as to whether the student may or may not participate. This letter should be submitted as well for any child that attends a DMSAA school and wishes to play for another DMSAA school.

- C. In order to fulfill the stated philosophy of the DMSAA By-Laws and work towards accomplishing its goals and objectives, all DMSAA programs listed above will be offered to the students of those member schools. The students/teams from these schools will be accommodated first in Catholic Middle School Leagues or school teams. All Catholic Leagues will have limits on the number of teams and/or participants that it can accommodate to ensure adequate supervision and coaching for proper skill development, safety and fun for the students. Non-member schools must petition the Advisory Council to play in the DMSAA League every year. If there is space available for teams or individuals from schools that are not DMSAA members, they will be allowed to compete in Catholic Middle School Leagues if the following conditions are met:
- i. Costs incurred by DMSAA, its sport coordinators and facilities are paid.
 - ii. Adequate gym space is provided by the school wishing to participate in a Catholic Middle School League as established by the DMSAA Advisory Council.
 - iii. Playing talent shall be divided equally by playing ability among teams entered in the Catholic leagues as required by Rule VI, A, 6. under duties and responsibilities of schools and coaches.
 - iv. Priority space on a roster of a Catholic Middle School League will be extended to returning players or teams from non-DMSAA schools the next year if these spaces are not needed to accommodate individuals or teams from DMSAA member schools. Every effort will be made to accommodate Catholic students if they are not attending a DMSAA-member school.
- D. League and program maximums and membership conditions can be changed or adjusted by the DMSAA Advisory Council as conditions warrant.

RULE III: ATTENDANCE REQUIREMENTS

- A. Each specific sport will have its own attendance requirements. Please find the corresponding attendance requirement in the sport specific regulations.

RULE IV: CONDUCT/RESPECT OF AUTHORITY

A. Contestants:

- a. A contestant who is disqualified by a game official because of flagrant or unsportsmanlike foul, or who is guilty of any unsportsmanlike conduct in connection with an inter-school contest, shall be ineligible to resume participation until reinstatement by the principal and written report of the details of the incident and action taken has been filed with the Advisory Council. A disqualified student

forfeits the right to participate in at least one (1) contest before being reinstated by the school.

- i. Coach must notify the principal within twenty-four (24) hours.
 - ii. Principal must notify the Chairman of the Advisory Council.
- b. If a contestant is ejected from a contest for fighting during a contest, he/she will be automatically suspended indefinitely awaiting further review from the DMSAA. The student may not sit on the team bench or participate in the activities or play on his/her team.
 - i. Coach must notify the principal within twenty-four (24) hours.
 - ii. Principal must notify the Chairman of the Advisory Council.
- c. A student, whose conduct or character at school is under discipline or whose conduct or character outside of school is such as to reflect discredit upon the school, shall be ineligible until reinstated by the principal.

B. Coaches/Spectators:

- a. **Ejection:** If a coach or spectator is ejected from a game, meet, or contest, he/she will not be allowed to be present in the facility during the next two (2) games.
 - i. Coach must notify the principal within twenty-four (24) hours.
 - ii. Principal must notify the Chairman of the Advisory Council.
- b. **Conduct:**
 - i. Coaches and spectators are not to approach the officials during or after a contest.
 - ii. If a second incident occurs, the DMSAA has the right to permanently eject the coach from the league.

C. Officials:

- a. **Officials to Give Explanation:** The DMSAA has inaugurated the policy that the athletic game or contest official who disqualifies a contestant/coach/spectator for a violation of the rules of the DMSAA is to complete an incident report form kept at each gym. The DMSAA official should present the form to the on-site school representative who will submit the form to the DMSAA chairman.
- b. **Respect for Authority:** Authority vested in the contest official must be respected and upheld. The policy set forth states, "If an act of violence is committed against the person of a game official by a fan, student, coach, player or faculty member of the school, the DMSAA will expect, before further competition, that the principal of the school will make a report to the DMSAA giving complete details of the incident, the names of the parties involved, and what corrected action has been taken. The school is to be considered on probation until further ruling is given by the DMSAA." Probation is defined to mean the team is ineligible to participate in any DMSAA-sponsored activity until the DMSAA Advisory Council reviews and determines eligibility status. The Advisory Council will be called by the Council Chairperson for an emergency meeting within seventy-two (72) hours of receipt

of the principal's written report.

If the contest official decides the conduct of a parent or fan becomes so abusive during the games or contest, he is advised by the DMSAA to notify the coach of the school involved that a possible forfeiture can take place unless the party or parties involved take corrective action or leave the premises. If forfeiture is declared by the official, the DMSAA will expect the same procedure to take place, by the official, as stated above.

RULE V: MIGRATION AND STUDENT ROSTERS

- A. Students are eligible to participate in athletic programs of the DMSAA school in which they are currently enrolled.
- B. If a child is put on a roster of a member school and does not attend that school, the principal of both schools forming the team should submit a letter of petition to the Advisory Council for approval as stated in RULE 11-B: MEMBERSHIP. Note: Any child added to the roster of a member school is bound by the same rules as currently enrolled students in a DMSAA-member school.
- C. Rosters of teams should be submitted to the sport coordinator before the deadline for that season. The names and birth dates of all participants should be listed. Once rosters are turned in, additions to the roster must be approved by the Advisory Council and made before the deadline set by the leagues. Transfer students can be added to the roster after this deadline, with notification to the Chairperson and League or Sport Coordinator.
- D. Any change in the team roster must be submitted and signed by the principal of that school before it is sent to the sport coordinator.
- E. Only players on the official team roster may participate in any official contest. Participation by a student not on the submitted team roster shall result in team forfeiture.
- F. The Advisory Council must approve roster changes due to special circumstances.

RULE VI: DUTIES AND RESPONSIBILITIES: SCHOOLS AND COACHES

- A. Local Responsibility: The principal of each school has the responsibility to follow Diocesan policy with respect to selection and retention of coaches and to enforce the rules established by the DMSAA.
 - a. The school shall be responsible for the eligibility of its students and certification of all coaches. Failure to adhere to these requirements will result in notification to the school principal.
 - b. The principal shall be responsible for the instruction of the parents and student body about the rules and ethics of activities sponsored by the DMSAA.
 - c. All parents, coaches and athletes must sign the hazing policy agreement prior to participation in any sports regulated by the DMSAA. The Catholic Schools and

the Diocese of Tulsa will take all rumors of hazing seriously and rumors will be investigated. Although ambiguity exists on the definition of “hazing”, it is our goal of the DMSAA, Catholic Schools Office and the Diocese of Tulsa to clarify and educate our students and parents so that these activities are eliminated from classrooms, groups and sports teams. The following definition of hazing is found on the “Stop Hazing.org” website and will be adopted to help clarify all possible incidents of hazing in the Diocese of Tulsa:

“Hazing refers to any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional harm regardless of the person’s willingness to participate.”

- d. Students may only complete on one DMSAA sponsored sports team a season. Students may not play on multiple DMSAA teams for their school.
 - e. Schools will not conduct tryouts for teams entered in the Catholic leagues. If more than one (1) team within a grade(s) is necessary, it is required that playing talent be allocated equally among the Catholic league teams. Playing talent and relative merits of all students should be re-evaluated annually.
- B. **Coaches Responsibility:** In accordance with the philosophy of the DMSAA, coaches should ensure that each athlete play in every DMSAA contest if the athlete: attends practice sessions, demonstrates cooperation with his/her coach and program, and demonstrates conduct and character that is in good standing with the school they are representing. The minimum playing requirements are listed in the league regulations for the sport. Ineligible players should be notified and dealt with by the coach in accordance with DMSAA and local school and team guidelines.
- a. **Coach Clinics:** All coaches and assistant coaches that coach a 6th, 7th and 8th grade team that represent a Catholic school are required to attend educational programs presented by the DMSAA for their specific sports. Every team should have at least one coach at one of the offered meetings or the coaches’ clinic. Teams that do not have one coach in attendance will not be allowed to coach in the league.
- B. **Supervision:** Supervision is one of the most important responsibilities of the coach to his/her student-athletes. The coach must exercise reasonable care in supervising all on and off field athletic activities. The coach must ensure that each practice is conducted in a safe manner. Coaches must remain with players until a parent or guardian picks up player after games or practices.
- C. **Instruction:** The coach should be qualified and have adequate training to instruct properly. The following list itemizes some areas of instruction that must be followed by the coach:
- a. The coach must give a student make-up instruction in any area that may have been missed.

- b. The coach must teach the basic nature of the activity, its proper techniques of playing, and the rules of activity.
 - c. The coach must explain all safety precautions appropriate to the particular activity.
 - d. The coach shall be aware of current methods of prevention and treatment of athletic injuries and hold current CPR certification. Information can be obtained by attending coaching groups, visiting with trainers from other groups, and by asking advice from physicians, hospitals, and clinics experienced in caring for (young) athletes.
 - e. The coach will not ignore or dismiss lightly any injury to a student-athlete. If an injury occurs during practice and/or games, the coach and /or qualified personnel will assess the seriousness of the injury. If emergency medical services are deemed necessary, a 911 call will be placed and all efforts will be made to contact the parents. If the injury is less severe, first aid will be given, parental contact will be attempted and further arrangements will be the parent's responsibility.
 - f. In certain instances, a physician's note may be required for an athlete to return to play.
 - g. The coaches must be aware that one-time verbal warnings are not sufficient to warn of risks, and that student-athletes must be instructed to understand and appreciate the severity of the type of injury that may occur in certain activities.
- D. **Safe Playing Environment:** Along with school personnel, each coach must take reasonable precautions to assess the facilities for safe competition or practice.
- E. **Mismatches of Participants:** The coach must use reasonable care in matching opponents. Some criteria potential mismatches include:
- a. Size of student-athletes
 - b. Age differences
 - c. Skill and experience levels
 - d. Incapacitating conditions
 - e. Coaches must avoid even subtle coercion of their student-athletes to participate when the player has disclosed a physical or emotional problem or has in any way expressed reservation about the match-up and/or the activity in question.

GYM USE POLICIES

All who attend basketball or volleyball games in gyms used by the DMSAA are expected to follow the rules listed below:

- A custodian or monitor must be present on the property while the gym is in use. Those in attendance (coaches, fans, team, etc.) will cooperate with all directives of the custodian or monitor.
- No children will be left unsupervised in the parking lot at any time.
- NO FOOD OR DRINK will be allowed in the gymnasiums. Only water for the players is allowed.
- NO ONE SHOULD BE ON THE STAGE AT ANY TIME.
- All spectators, including children, must stay in the area of the bleachers (no roaming).
- An adult must directly supervise all children. Do not drop off your child/ren and leave him/her for others to supervise and chaperone. Brothers and sisters of participants cannot be left unattended during practices or games.
- Warm-up time will begin ten (10) minutes prior to game time.
- Show respect for the school's facility by NOT:
 - Running around the halls
 - Defacing property
 - Playing or bouncing balls in hallway
 - Touching safety equipment
 - Going into janitor's closets
- Locker areas are off-limits except to use the restrooms. Younger children especially need to be supervised closely in this area. Teams or individuals will be assessed for any damages/vandalism incurred.

Anyone caught defacing school property will be held financially and legally responsible and will forfeit the privilege of attending games and practices at the school.

SCHOOL NO-PLAY DATES

This form must be completed by a representative from each school and submitted to the sport coordinator by the pre-determined date.

School calendars, diocesan calendars, principals and teachers from your school should be consulted. This form should not include individual coach no-play dates.

DMSAA REPRESENTATIVE: _____

SCHOOL: _____

.....

NO-PLAY DATE

SCHOOL EVENT

1) _____

2) _____

3) _____

4) _____

Other information to consider before and during the scheduling process:

Principal's Signature

PETITION FOR A NON-MEMBER SCHOOL TO PARTICIPATE IN DMSAA LEAGUE

<i>School</i>	<i>Sport</i>	<i>Gender</i>	<i>Number of middle school students</i>
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All players must attend school petitioning to participate in DMSAA League.

Please explain why your team should be considered to play in the DMSAA League:

Please describe the amount of practice time, facilities, and coaching staff that you use for your athletic programs.

PETITION FOR STUDENT(S) TO PLAY

School	Sport	Gender
<i>In the space below, please detail the circumstances for why you are submitting this petition. Please include all the information you find relevant to the situation.</i>		

Please fill out the following section as if the petition is **approved**. The top section will be the makeup of the team you are petitioning, and the bottom section should include information on ALL other school-sponsored teams you will be playing for the specified sports season.

Team on Petition					
Age/Grade	Roster Size	# of 5 th Graders	# of 6 th Graders	# of 7 th Graders	# of 8 th Graders
Other Teams in DMSAA Season					
Age/Grade	Roster Size	# of 5 th Graders	# of 6 th Graders	# of 7 th Graders	# of 8 th Graders

Please fill out the following section on the students that you are petitioning for this specific team.

Name	Grade	Parish	School

Principal's Signature

Principal's Signature

**SPECIAL REPORT BY COACH TO GAME OFFICIAL
AND DMSAA ADVISORY COUNCIL**

The coach shall use this form to report any incident concerning officiating that, in his/her judgment, merits attention. It shall be used to report errors in applying rules and those phases of officiating in which an official should immediately attempt to improve. It may also be used to report an exceptionally good job of officiating. Evaluation of game officials' service and the completion of this form should be made at least **twenty-four (24) hours** following the game. Coaches are requested to use this form in lodging complaints against officials, and to refrain from protesting to officials during or following a game. A written report to an official should help him/her to correct errors and improve his/her game administration.

The form is to be completed in duplicate with the original sheet being sent to the Director of Officials for the league and the duplicate copy emailed to the sport coordinator for each sport.

Report on:

(Official's Name) (Address) (City)

who officiated a _____ contest on _____
(sport) (date)

Between _____ and _____
(Home School) (Visiting School)

Incident being reported: _____

Explanation/Comments: _____

Signature of Coach School Date

SPECIAL REPORT BY OFFICIAL TO DMSAA ADVISORY COUNCIL

The official shall use this form to report any incident concerning unsportsmanlike behavior from a spectator, coach, administrator, or player.

The form is to be completed in duplicate with the original sheet being sent to the sport coordinator for each sport and the DMSAA Chairman.

Report on:

(Individual's Name)

(School Association)

who officiated a _____ contest on _____
(sport) (date)

Between _____ and _____
(Home School) (Visiting School)

Incident being reported: _____

Explanation/Comments: _____

Signature of Official

Date

HAZING POLICY AGREEMENT

The Catholic Schools and the Diocese of Tulsa and Eastern Oklahoma will take all rumors of hazing seriously and rumors will be investigated. Although ambiguity exists on the definition of “hazing”, it is the goal of the DMSAA, Catholic Schools Office and the Diocese of Tulsa to clarify and educate our students and parents so that these activities are eliminated from classrooms, groups and sports teams. The following definition of hazing is found on www.stophazing.org and will be adopted to help clarify all possible incidents of hazing in the Diocese of Tulsa:

Hazing refers to any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional harm regardless of the person’s willingness to participate.

I, _____ have read and understand the hazing policy and will report any activity that is suspicious of hazing, whether I am a bystander, or one that is being hazed.

Signature

Position (Parent/Coach/Athlete)

Date



DIOCESE of TULSA
and Eastern Oklahoma

School Name / Stamp

PHYSICAL EXAMINATION – DMSAA

Sport _____

All students must have a current wellness check or a health/physical examination by a qualified physician within twelve (12) months prior to playing DSMAA Sport. This form must be on file in the school office prior to the first day of DMSAA Sport start.

TO BE COMPLETED BY PARENT OR GUARDIAN

Name _____ Date of Birth _____

Sports _____

Medications _____

Injuries _____

Surgeries _____ Allergies _____

Glasses or Contacts _____ Oral Plates or Braces _____ Absent teeth _____

TO BE COMPLETED BY PHYSICIAN

Height	Weight	Blood Pressure	Pulse
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Nutrition / General Appearance / Emotional Adjustment _____

Explain any abnormalities in Limitations section below

	N	Ab	NE
Head and Neuro			
Skin			
Cranial NS			
Eyes			
Pupils			
EOMs			
Fundus			
Vision			
Ears			
Canal			
Tympanic Membrane			
Hearing			
Nose			
Mouth and Throat			
Caries			
Pharynx			
Neck			
Pulses			
Thyroid			
Nodes			

	N	Ab	NE
Lungs			
Breath Sounds			
Heart			
Rhythm			
Murmur			
Abdomen			
Liver / Spleen			
Masses			
Hernia			
Genitalia			
Masses			
Discharge			
Orthopedic			
Neck			
T/L/S			
Shoulders			
Elbows			
Wrists			
Ankles			
Knees			

N=Normal, Ab=Abnormal, NE=Not Examined

Limitations / Special Conditions / Comments: _____

Physician Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Revised January 2020

AUTHORIZATION FOR EMERGENCY CARE TO MINOR

I, the undersigned parent with legal custody or legal guardian of the minor listed below:

Minor's Name: _____
School: _____
Address: _____
Phone: _____
Date of Birth: _____
Known Allergies: _____
Health Problem(s): _____
Last Tetanus Shot (mo/day/yr): _____
Insurance: _____
Preferred Doctor/Address/Phone: _____
Preferred Dentist/Address/Phone: _____
Preferred Hospital/Address/Phone: _____

Do hereby authorize any x-ray examination, anesthetic, dental or medical or surgical diagnosis or treatment by any dentist or physician licensed by the State of Oklahoma and hospital service that may be rendered to said minor under the general, specific or special consent of the:

DIOCESAN MIDDLE SCHOOL ATHLETIC ASSOCIATION (DMSAA)

The temporary custodian of the minor; whether such diagnosis or treatment is rendered at the office of the physician or dentist, or at a hospital licensed by the State of Oklahoma, I authorize the physician or dentist to call in any necessary consultant at his/her/their discretion. I further authorize said physician or dentist to exercise his/her/their discretion in authorizing proper and necessary treatment.

It is understood that this consent is given in advance of any specific diagnosis or treatment being required but is given to encourage those persons who having temporary custody of the minor, and said physician or dentist to exercise his/her/their best judgment as to the requirements of such diagnosis of medical or dental treatment.

This consent shall remain effective as long as my child is involved with the DMSAA unless sooner revoked in writing, delivered to said persons instructed with the custody, care and control of the minor.

I will not hold DMSAA financially responsible for the medical care and/or the transportation costs to obtain medical care.

PARENT OR GUARDIAN: AFFIRMATION OF ANNUAL REVIEW

Parent Signature Date

Parent Signature Date

PARENT(S) OR GUARDIAN(S) PERMISSION AND INFORMED CONSENT

School: _____

I hereby give my consent to the student whose name appears on this physical form to represent his/her school in interscholastic activities, except those activities crossed out on the form by the examining physician. I also give my consent for him/her to accompany the team as a member on its out-of-town trips, and I will not hold the school or DMSAA responsible in case of accidents or injuries.

Student athletes should be aware of the possibility of injury when participating in athletics. Therefore, all students and parents must read the *Informed Consent* below and sign their names to the statement.

I approve and hereby grant permission for my son/daughter to participate in interscholastic athletics under the above conditions. I also give my consent for the information contained within these Diocesan forms to be shared with all those who work with my son/daughter.

I realized there is an inherent risk of injuries in all sports for my child,

_____.

I understand the risk of injury may be severe, including risk of fractures, brain injuries, paralysis, or even death.

It is my responsibility as parent/guardian to provide primary insurance coverage.

Signature of Parent or Guardian

Signature of Student

NOTE: The Diocesan Middle School Athletic Association (DMSAA) requires that this form be completed and filed in the office of the principal before the student is allowed to practice and/or compete.

SPECIAL REPORT OF POLICY VIOLATION

This form will be submitted to the DMSAA Vice Chairman to initiate a policy violation review of the accused school. The form should be completed with as much detail as possible. Supplementary evidence may be submitted alongside the form.

Name of School/Team/Coach Accused

Date of Incident

Description of incident. Please include all necessary information.

What DMSAA policies are you claiming this school/team/coach violated.

Name

Signature

Position

Date

Principal's Signature

DECISION APPEAL FOR POLICY VIOLATION

This form will be submitted to the DMSAA Vice Chairman to initiate a policy violation appeal process. The form should be completed with as much detail as possible. Supplementary evidence may be submitted alongside the form.

Name of School/Team/Coach Accused

Date of Incident

Description of incident. Please include all necessary information.

Why do you believe the DMSAA Executive Committee should review the case for appeal?

Name

Signature

Position

Date

Principal's Signature