



ST. JOSEPH SCHOOL

ATHLETIC POLICY HANDBOOK

2023-2024

Mission Statement

St. Joseph School, staff, parents, and parish family are committed to teaching quality, Christ-Centered Catholic beliefs and values. Our uniqueness is displayed in our staff dedication, parental involvement, and community pride which make St. Joseph a leader in academic excellence, social integration, and appreciation of each individual as a Child of God.

A. Statement of Purpose of Athletic Program

The athletic program currently consists of girls and boys basketball, girls volleyball and cheerleading. As part of St. Joseph School's membership in the Michigan High School Athletic Association, athletes may also participate in Competitive Cheerleading, Cross Country and Track as either an interscholastic or club sport. The purpose of this athletic program is to promote fairness, sportsmanship, physical fitness, a sense of teamwork, and a sense of wellbeing and accomplishment among students. The opportunity to participate will be made available to all students within the grade level eligible to participate.

St. Joseph School, along with Pewamo-Westphalia School District, and St. Mary's in Westphalia, have entered into a cooperative agreement that will allow student athletes of these three schools to participate on teams together. The agreement is for grades 3-8

B. Statement of Athletic Policy

Athletic Director

The Athletic Director will be directly responsible to the school principal.

Number of Games Per Season

The St. Joseph School Board of Education has set a limit of no more than 16 regular season games, with a maximum of 2 regular games during the week and entry in no more than 3 tournaments.

Cutting and Adding Players

A student shall not be cut from a team by a coach at any time. Each eligible student who desires to play shall be given the opportunity to do so, regardless of team numbers. There may be years that team numbers are quite low due to small class sizes.

In the event additional students are needed to form adequate numbers for a team, students from lower grade levels may be called upon to play. The following process will be used:

1. The coach must contact the Athletic Director and inform him/her of the need for additional team members.
2. A letter explaining the need for additional team members and the selection process that will be used to select additional students for the team must be drafted and sent home to the parents of those students in the grade from which they will be selected. This letter may be sent home in the Friday Folders.
3. Notification in regard to whether a student was selected for the team or not will be made to the parents of each student participating. Notification may be made in the form of a letter or by a simple phone call, whichever the coach is most comfortable with.

Students participating in athletics shall agree to abide by the following athletic requirements:

The principal and involved teacher will send home a progress note on Friday of each week during the school year for those students not meeting the expected minimum requirements. This will be sent home in the Friday Folder. The minimum requirements are as follows:

1. If a student receives a “D” average in any class, the student will be placed on probation for one week. The student may ask the teacher to do extra credit to raise the grade. It is at the teacher’s discretion whether to allow the extra credit.

If the “D” average is not raised to a “C” average or higher by the end of the second week, the student will be suspended from game participation during the first game following the notice. Classroom effort, and/or overall attitude within the classroom will be taken into account as well as initiative to ask for extra credit.

Each week, the principal will also notify the coaches of any students who are receiving progress notices for any reason.

2. Serving a detention for unacceptable behavior makes a student ineligible to participate in the next game immediately following the date the detention is given. The student will still be allowed to participate in practices.

3. Any student suspended from playing a game may dress for the game—but may not participate. Parents may opt to keep the student home from the game. Please let the coaches know what you plan to do.

4. **The following fee and forms must be on file in the school office before the first practice or game. The student will be unable to participate if they have not been turned in.**

* **25.00 League Fee**

* **“Athletic Policy Agreement” Form**

* **“Permission to Participate” Form**

* **Michigan High School Athletic Association Medical History Card**

5. Homework comes FIRST. If a student’s homework is not completed because he/she had a game the night before, the student-player will receive the appropriate grade determined by the teacher.
6. To participate in a game, an athlete must be in school for a half day unless they have a pre-excused absence (i.e. doctor appointment, dental appointment, funeral, etc.). Only the principal may make exceptions.
7. Should a uniform be lost or damaged, parents and athletes are responsible for repairs or replacement.

Athletic Training Code

No drinking or possession of alcoholic beverages

No use, possession, or sale of drugs or performance enhancing drugs

No use of tobacco

C. Student Responsibilities

The student athlete is responsible for following the rules and regulations established by the St. Joseph School Board of Limited Jurisdiction:

1. Set an example of good sportsmanship for teammates and members of the school community including abstaining from forms of harassment, hazing or bullying.
2. Conduct oneself with respect, especially towards coaches, teammates, officials, opposing players, students and spectators at or away from school.
3. Student athletes will abide by the rules, criteria, and expectations established by the individual coaches. The privilege of representing the school during practice and game sessions will be forfeited if non-compliant.
4. Student athletes will abide by the decisions of the St. Joseph staff members in regard to playing eligibility based on grades and/or conduct.
5. Student athletes jeopardize their ability to participate in athletics, as a student of St. Joseph School, by displaying behavior that is illegal, immoral or inconsistent with standards of behavior expected of a Catholic school student.

D. Responsibilities of Coaches

The coach bears the greatest burden of responsibility for sportsmanship. His/her influence upon the attitudes and behavior of the players and spectators is critical. In order for good sportsmanship to become a reality, it is essential that the coach subscribe to the values of good sportsmanship and teach those values in word and deed. A coach must conduct oneself in the manner of the school's philosophy and mission statement. In addition to the specific duties assigned at the local level, the coach must do the following:

1. Set a good example of good sportsmanship for players and members of the school community.
2. Conduct oneself with respect, especially towards players, officials, and spectators. Coaches are encouraged to shake hands with officials and opposing coaches, prior to and after a contest.
3. Coaches will abide by the rules and regulations established by the St. Joseph School Board of Limited Jurisdiction. Coaches will invoke discipline to those student athletes who are non-compliant with St. Joseph's Athletic Policy.
4. Coaches must uphold the decisions of all St. Joseph Staff members in regards to placing a player on probation and/or suspension. Coaches are encouraged to make comments about said decisions to the Athletic Committee and not to students, athletes, or parents.
5. Must be an example to players-by not swearing or treating players with disrespect including harassing, hazing or bullying.

The school has a right to expect that coaches will:

1. Contribute to the educational and physical development of each member of the team.
2. Work toward a better understanding of the principles of the game and work to improve his/her teaching as well as coaching.
3. Be loyal to superiors in making athletics fit into parish life.
4. Insist upon a high level of scholarship and enforcement of all eligibility rules.
5. Make sure athletes have a secure ride home from practice and games.
6. Secure the practice facility prior to leaving.
7. Be compliant with all Diocese of Grand Rapids mandates including Background Checks, Virtus and Concussion Awareness Training (on file in the school office).

Parents and athletes have a right to expect that coaches will:

1. Possess up-to-date knowledge about that which he/she is going to teach.
2. Be fair and unprejudiced in his/her relationships with parents and student athletes.
3. Pay careful attention to the physical condition of players at the time of practices as well as contests.
4. Exhibit a Catholic, Christian manner of speech and action as well as begin each competition with a prayer.

E. Parent Responsibilities

1. Parents are expected to provide positive encouragement and support for the child, team and the coaches and school staff during games and at all times.

2. Parents must not attempt to instruct or direct play of a child or team or criticize the playing efforts of a child or team.
3. Parents must not criticize or taunt opposing teams, players, coaches, fans or officials and are expected to assist in controlling others in attendance in this regard.
4. Parents disagreeing with actions of the coaches during a game or practice, may not confront the coach during or immediately after such game. Arrangements should be made to discuss the matter at a mutually convenient time. If the matter cannot be satisfactorily resolved with the coaches, the Athletic Director should be informed.

F. Legal Information from the Diocese and Insurance Company:

1. Coaches cannot transport students in their cars without having a “Volunteer Driver Form” on file in the school office. All coaches should contact the office to receive a form.
2. Parents driving students to and from games must also have a “Volunteer Driver Form” on file in the school office. This is Diocesan Policy and the Law.
3. The school office is required to keep all athletic accidents and injuries on file. Coaches and parents must report them to the school principal.

G. Sporting Event Cancellation Policy

In the event that school is canceled due to inclement/severe weather, all school activities are canceled. There will be no practice, game, or activities/events of any kind in the school building. The opposing team will be contacted.

If the weather is severe *after school has been dismissed or on the weekend*, the cancellation of the sporting event will be made by the coaches and Athletic Director.

The coaches and Athletic Director are responsible for notifying all students, parents, referees, and the opposing team coaches. Please make sure a call tree is in place for such an event. Please leave a message on the school’s answering machine notifying the principal of the decision.

H. Athletic Committee

Athletic Director: Mr. Nathan Klein

We welcome and appreciate volunteers for all games for keeping score, running the time clock, taking attendance and concessions.

I. Participation in the Michigan High School Athletic Association (MHSAA)

Any diocesan school participating in the Michigan High School Athletic Association (MHSAA) accepts the Constitution and By-Laws of MHSAA and adopts as its own the rules, regulations and interpretations (as minimum standards) as published in the current MHSAA handbook as the governing code under which they shall conduct their program of interscholastic athletics and agree to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, schools which host or participate in MHSAA meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

“ATHLETIC POLICY AGREEMENT” FORM

Together, we have read and understand the St. Joseph School Athletic Policy.

If we have any questions regarding this policy, we will contact the St. Joseph Athletic Committee.

Student Signature

Date

Parent Signature

Date

Signature of Coach

Date

Student Athletes may participate in scheduled games and practices following the return of ALL 4 of the following:

1. The League Fee of \$25.00 per student, **per sport**.
2. This signed “Athletic Policy Agreement” Form
3. Signed “Permission to Participate” Form (attached)
4. Completed “Michigan High School Athletic Association Medical History Card”

ST. JOSEPH SCHOOL ATHLETICS
"PERMISSION TO PARTICIPATE" FORM

NAME OF STUDENT _____

GRADE _____ TEACHER _____

NAME OF PARENT _____

ADDRESS _____

TELEPHONE NO. _____

EMERGENCY CONTACT _____

I hereby give permission for my child to participate in the following sport/sports. I agree that the coaches, school, parish, or the members of the Athletic Committee are not responsible in case of injury or accident during practices and games.

*Please select all sports your child plans on participating in for the 2023-24 school year.

Boys Basketball _____

Girls Basketball _____

Volleyball _____

If your child has any medical conditions, please state _____

Parent Signature

Date