

SAINT MARY OF THE WOODS SCHOOL
ANGELS



ATHLETICS HANDBOOK
2019-2020

Athletic Director:
Christina Rhodes
(270)-233-5405

Student-Athlete Name

Parent/Guardian Name
10521 Franklin Street
Whitesville, KY 42378

Principal:
Emily Hernandez
(270)-233-5533



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Required Forms

Diocesan Activity Form A (Emergency and Medical Information)
Diocesan Activity Form C (Activity Information Form)
Diocesan Activity Form D (Code of Conduct Form)
Saint Mary of the Woods Social Media Contract
Owensboro Diocese Good Sportsman Documents

Handbook

The rules and policies contained herein are not intended to hinder an athlete in any way, but rather to make him/her more responsible to self and school. Participation in sports is a privilege and expectations of student-athletes are higher than traditional students. School administration reserves the right to amend this handbook with just cause. Coaches will be notified of any changes. It is the coaches' responsibility to inform student-athletes of any team-specific rules not covered in this handbook.

Mission Statement

The purpose of Saint Mary of the Woods School Athletics is to seek excellence by preparing our student-athletes physically, mentally, and emotionally while enhancing their educational and spiritual development. Through this holistic growth, our program will build lasting relationships, committing our student-athletes to use their individual talents for the benefit of their athletic team.

Academic Eligibility

Prior to any practice or competition, the student-athlete must be eligible at that time. KHSAA rules concerning transfer, age, academics and enrollment affect eligibility. Eligibility will be monitored by the athletic director and is responsible for communicating issues with respective coaches.

In addition to the required forms the following rules affect an athlete's eligibility:

1. **Weekly grade check:** Grades of athletes are checked Friday of each week. An athlete must be passing all subjects to be eligible and must maintain a "C" average. If a student has a D in a class, he or she must improve that D or the teacher must acknowledge extra effort in improving that D, or the student becomes ineligible the following week. Student-athletes ineligible may not practice or play starting the subsequent week (Monday through Sunday period) and through the next opportunity to examine grade in this manner. The Athletic Office will notify the athlete and the coach.
2. **Grade Level:** To be eligible for athletic competition in the state of Kentucky, a student must be at his/her proper grade level. Students not at grade level on the first day of the school year are ineligible for the entire year. The student-athlete and coaches of their respected sport will be notified by the athletic director.
3. **Tuition Paid:** To be eligible for athletic competition, Saint Mary of the Woods student-athletes' tuition must be current (within two months); student-athletes whose tuition is more



than two months delinquent will be deemed ineligible, and they will not be allowed to participate in practice or in competition.

Attendance

Students who are not in school at least half the day will not be permitted to participate in extracurricular activities after school. Student-athletes and/or parent/guardian may submit an appeal to the athletic director under these circumstances.

Below Grade 9 Athletes

Playing up by students below grade 9 is not allowed unless the high school coach requests specific permission of the high school and middle school principals and athletic directors. The principals, athletic directors, and coaches shall set the conditions under which students may play up. The parents of any student playing up shall be informed of the conditions and may then allow or not allow their son or daughter to play up.

The coaches of students playing up will work together to determine which team is priority for the student/athlete. For example, if a 7th grader at SMWS is playing middle school and varsity basketball, and a middle school and varsity game are scheduled on the same night, the coaches will determine which game is priority for the student-athlete.

Communication

Throughout the school year or competition seasons there may be questions or concerns that come about. The student-athlete and/or parent should first speak with the immediate coach or head coach first. If this communication does not satisfy these parties, the concerns should be referred to the athletic director. The chain of command is as follows: immediate coach→head coach→ athletic director→ principal.

24-Hour Rule: Parents/guardians must wait 24 hours after the conclusion of an athletic event to speak with a coach about an issue they would like to discuss.

Remember, in all communication, to maintain a respectful and Christian attitude toward one another.

Disciplinary Procedures

Participation in athletics does not excuse a student from serving any disciplinary consequences at school. If a student receives a demerit, he/she will not be eligible until the demerit is served.



Equipment & Inventory

Student-athletes are responsible for all equipment issued to them and are to pay for equipment damaged or lost due to negligence. The student-athlete will be put on probation if equipment is lost or damaged resulting in not receiving awards, recognition, or graduation ceremonies, if applicable. Coaches are to inform the athletic director of any equipment lost or damaged by student-athletes.

Fees

Student athletes (with the exception of students who only participate in golf or cross country) pay a Horn Center Athletic Fee for use of the facilities. The fee is \$25 per athlete (per year); there is a \$75 limit per family. Other fees may apply to individual sports, as needed.

Injury

Athletes must report all athletic injuries to their coach. If the injury requires medical attention, the coach is to refer the student-athlete to the appropriate physician. Once seen by a physician, the athlete must obtain the doctor's permission to return to activity and present the permission form to the coach.

Insurance

All student-athletes are required to have insurance coverage.

Multi-Sport Participation

Student-athletes are prohibited from multi-sport participation, unless the head coaches from each sport have discussed and agreed upon the conditions set for that student-athlete's participation.

Prohibited Activity Days

There are specific days throughout the calendar year on which activities (practices / competitions) are prohibited:

- | | | |
|--------------------------------|--------------------------------|---------------------|
| 1. KHSAA Dead Period | 2. Ash Wednesday | 3. Holy Thursday |
| 4. Good Friday | 5. Holy Saturday | 6. Easter Sunday |
| 7. August 15 Assumption | 8. Nov. 1 All Saints Day | 9. Thanksgiving Day |
| 10. Dec. 8 Immac. Conc. | 11. Christmas Eve | 12. Christmas Day |
| 13. Solemnity of Mary (Jan. 1) | 14. During any church missions | |

Sunday: No student activities may be scheduled on Sundays unless the team has a competition on the following Monday. In the event that a team practices on Sunday, the coach must notify the athletic



director, and the practice must be in the time window between 7:15 and 8:30 PM. Requests for exemptions to this rule must be made to the athletic director, who will consult with the principal and the priest. Teams traveling on Sunday must arrange to attend Mass while on the road.

School Cancellations: If school is cancelled due to inclement weather, conditions will be evaluated at 10 o'clock to determine a team's ability to practice and/or compete. Middle school teams will only be allowed to practice if weather allows AND if they have a diocesan tournament the next day. Any of these practices, if allowed, would have to run between noon and four o'clock, and students would not be required to attend. Their participation would be at the discretion and abilities of their parents. Coaches will be notified upon evaluation of weather conditions.

Required Forms

Every student-athlete must complete certain forms before being allowed to try out, practice, or play. The head coach shall submit a copy of her/his roster prior to the first official practice. The following completed forms must be submitted:

1. Physical Form
2. Diocesan Activity Form A (Emergency and Medical Information)
3. Diocesan Activity Form C (Activity Information Form)
4. Diocesan Activity Form D (Code of Conduct Form)
5. St. Mary of the Woods Social Media Contract

Coaches should have copies of forms 1-4 in their possession at all competitions /practices.

Social Media

The Department of Athletics does not prohibit student-athlete involvement with internet-based social networking communities. However, if parents or student-athletes choose to utilize social media they must abide by the rules set forth by the SMWS Social Media Contract. Student-athletes' profiles may be monitored at the school level, and any issues that arise from social media use will be handled by processes listed in the SMWS Social Media Contract and/or by the SMWS Handbook.

Student-Athlete Dress Code

Student-athletes are expected to present themselves in a professional manner at all times. This includes traveling to and from games, holiday/summer tournaments, and day-to-day activities. Student-athletes are expected to wear gear issued or requested by the coaches of their respective sports. All student-athletes are required to have a shirt on at all times.

Ten-Practice Rule

Any athlete who quits a sport after 10 scheduled practice days is ineligible to practice for any other sport until his/her original sport season is completed. Athletes wishing to drop a sport should immediately



return any equipment issued to them. Student-athletes must be granted permission from the athletic director to begin participating in another sport before the previous sport's season is completed. If an athlete is cut from a sport this rule is nullified. If an athlete is dropped from a team for disciplinary reasons, he/she is ineligible until that original sport's season concludes.

SMWS Alcohol, Drug, & Tobacco Policy

Saint Mary of the Woods School believes that the use of any drugs which may alter behavior or state of mind, or may in any way interfere with one's normal consciousness, is both seriously dangerous to one's physical and mental health and counter-productive to a meaningful school/church community life and effective education. In addition, Saint Mary of the Woods School respects the laws of the State of Kentucky and the United States. Thus, the use, possession, or sale of any illegal or unauthorized drugs (including alcohol) or drug-related paraphernalia on school campus or on a school-sponsored off-campus activity may result in immediate dismissal from Saint Mary of the Woods School. Any student-athlete (players, cheerleaders, etc.) involved in the sale or possession of alcohol and drugs during the school year may be immediately dismissed from the team or suffer severe punishment after consultation with the coach and the principal. To avoid any misunderstanding, students are required to register all prescription drugs and all medications with the office immediately upon arrival at school. Office staff is authorized to hold all medications of students for dispensing during the school day.

Penalties

- a) First Offense--Participating Season: Suspension for one third of the scheduled contests during the entirety of the season and probation for the remainder of the school year. The athlete may be required to attend practice during the suspension. The student-athlete must finish all service hours and/or other assignments prior to returning to practice/play.
- b) First Offense--Non-participating Season: The student will be placed on probation for the remainder of the school year. The student-athlete must finish all service hours and/or other assignments prior to returning to practice/play.
- c) Second Offense: A second offense, whether during a participating season or non-participating season, will result in the exclusion of the student from all sports for the remainder of the school year.

Transportation

Student-athletes are to ride with their parents to and from contests. In any case (if a parent drives his / her own child or if a parent allows another adult to transport his/her child), Saint Mary of the Woods has no responsibility for the student-athlete and her/his safety to and from the event.

Volunteer parent drivers must complete the Volunteer Driver Permission Form and give it to the athletic director. The car holder's insurance is primary when driving personal vehicles.



The Profile of the Ideal Parent/Guardian

- Support your child and attend as many contests as possible.
- Avoid putting pressure on your child to start, score, or be the star of the team.
- Support the coaching staff at all times.
- Avoid speaking negatively about the coach in front of your child as it may create a major barrier in the child's hope for improvement in the sport.
- Serve as good role models for the students, athletes, and other fans.
- Contribute as members of the booster club and assist with fundraising and other special events put on by the Angel Athletics Department.
- Appreciate the educational opportunity that your child is receiving in our athletic program. This includes the enormous time and effort provided by the coach and his/her staff.
- Attend any pre-season parents' meeting and read the Saint Mary of the Woods School Athletic Handbook.
- Serve as beacons of good sportsmanship.
- Show respect to everyone involved in high school athletics, including coaches, athletes, fans, officials, and administrators.
- Follow the chain of command at Saint Mary of the Woods School when you have a concern: immediate coach » head coach » athletic director » principal.
- Express concerns and questions in a courteous and civil manner, and do it at the right time and in the proper setting.
- Abide by the 24-hour rules when it comes to addressing coaches with any concerns. Keep the conversations constructive and polite.
- Abide by all the policies, regulations, and procedures for our athletic program.
- Understand that the goals of the team and athletic program are more important than the hopes and dreams you have for your child.
- Avoid constant and chronic complaining.
- Remember that we are all on the same team, trying to work together to do what's best for our program and our student-athletes. We need to work as a team in order to succeed.



Student-Athlete / Parent/Guardian Consent

I acknowledge receipt of this handbook for participation in the athletic programs of Saint Mary of the Woods School. I have read and understand all expectations expressed. I agree to abide by these rules and those of the Kentucky High School Athletic Association, in addition to any rules set forth by an individual sport or a member of the coaching staff.

Name of Student

Student Signature

Present Grade

Parent (1) Name

Parent Signature

Date

Parent (2) Name

Parent Signature

Date
