



# Siena Catholic Schools of Racine Athletics Handbook

## PHILOSOPHY & MISSION STATEMENT

The philosophy of the Siena Catholic Schools Athletics Program is an extension of the educational and spiritual learning process for our students in grades 5-8. We believe that participation in athletics provides students the opportunity to continue to develop physically, intellectually, emotionally, and socially in a Catholic environment beyond the school day. The program is designed to teach the same positive values promoted in the classroom, but placed in a practical setting. It is especially important in youth sports to remember that while winning is important, it is not the main goal of our program. The main goal of our athletic program is to teach and develop the skills for the sport, to respect all players and adults involved, and to develop overall sportsmanship.

The mission of the Siena Catholic Schools Athletics Program is to provide an environment where students are given equal opportunities to participate and develop their skills. We strive to promote parish, school, and team spirit with support and enthusiasm from the clergy, school staff, parents/guardians, coaches, and student-athletes. Our responsibility is to try to give students the best we can by constantly challenging them with opportunities to develop and share knowledge and skills appropriate to their level of competition. By all working together, the Siena Athletic Program will meet the needs of the student-athletes and the goals of the program.

## REGISTRATION & FEES

The Siena Catholic Schools Athletics Program provides the following sports:

- Cross Country: coed
- Volleyball: (girls and boys)
- Basketball: (girls and boys) \*
- Cheerleading: coed \*
- Track & Field: coed

The fees are as follows:

Cross Country (fall)	\$20
Volleyball (fall)	\$50
Basketball (winter)	\$70 *
Cheerleading (winter)	\$30 *
Track & Field (spring)	\$20

*\* Plus a \$100 uniform deposit is required for Basketball & Cheerleading. Deposits will be held until the uniform is returned at the end of the season, undamaged.*

Fees for each sport are due at registration (fall, winter, and spring). If there are extenuating circumstances in paying fees, families may work with the individual school Athletic Director to work out a payment plan.

### **ELIGIBILITY**

All students in grades 5-8 are eligible and have the opportunity to participate in athletics at Siena Catholic Schools.

#### *Academics Come First*

- Students earn the privilege of athletic participation by taking responsibility for their **school work and personal conduct**.
- Students who do not fulfill their responsibilities may face possible forfeiture of their athletic eligibility.
- Athletic Eligibility Policy can be found [here](#).
- If a student's academic progress is in question, the student will be barred from participation until the next progress check.
- Students, families, and coaches (when applicable) will be informed by the Athletic Director if eligibility is in question. The Athletic Eligibility Form can be found [here](#).
- Students will NOT ATTEND weekly practices if s/he is causing disruption and misbehavior in school (classroom, church, cafeteria, playground, field trips, etc).
  - If a student is causing disruption, s/he will miss the next practice that is scheduled.
  - Game play will be determined by the coach, Athletic Director, and Principal.
  - Families and coaches will be notified by the Athletic Director.

## **RELIGIOUS EDUCATION ATHLETES**

If your school allows religious education students (students enrolled in the Parish's CCD program), they are also expected to follow the same eligibility guidelines listed above. Religious education students are also expected to attend at least 75% of religious education classes per month. If a student does not meet this requirement, s/he will become ineligible for the remainder of the school year. Athletic Directors will work with the Director of Religious Education at each parish to check attendance monthly.

## **REGISTRATION FORMS**

The Siena Catholic Schools Athletics Program requires the following Archdiocese forms to be completed yearly:

- [Form 6245.2 \(a\)](#) Student Athlete: Medical Information & Emergency Consent Form
- [Form 6145.2 \(b\)](#) Parent/Guardian Risk Acknowledgement & Consent to Participate Form
- [Form 6145.2 \(c\)](#) Physical Examination Form-Athletic Participation (good for 2 years if physical takes place after April 1)
- [Form 6145.2 \(j\)](#) Parent/Guardian & Athlete Concussion Acknowledgement Form (signature required)
- [Form 6145.2 \(k\)](#) Student-Athlete Sportsmanship Pledge (signature required)
- [Form 6145.2 \(m\)](#) Parent/Guardian Sportsmanship Pledge (signature required)

By entering my full name, I attest that this constitutes my legal electronic signature on these registration forms.

All forms, including the physical form, MUST be in possession of the Athletic Director before any participation in practices or games.

## **STUDENT CODE OF CONDUCT**

Students are expected to abide by the Student Code of Conduct. Athletic Directors and coaches will discuss this with students prior to the season starting.

The Student Code of Conduct can be found [here](#).

## **PROCEDURE FOR RESOLUTION OF CONFLICTS**

The procedure for the resolution of conflicts that a student, parent/guardian, or coach may have is as follows:

- Communicate with all coaches, parents/guardians or others involved in an effort to prevent conflicts from arising. All parties should work toward a conciliatory resolution in a timely fashion.
- In the event that the conflict is not resolved through the Athletic Director's effort, the parties must submit a written statement to the Athletic Director.

- The Athletic Director, under the cooperation of the Principal, leads investigations and prepares a final decision. Those parties involved will be notified of the final decision.
- **There is no other step for appealing a final decision.**

## **COACHES**

Adults interested in coaching must fill out an annual coach's Agreement form and return it to the school office by the sport's registration deadline. All applications returned will be considered for head coaching positions. If additional coaches are needed after initial applications are returned, the Athletic Director will accept further applications.

The Siena Catholic Schools Athletics Program requires the following Archdiocese forms to be completed yearly for coaches and assistant coaches:

- [Form 6145.2 \(d\)](#) Coaches Agreement
- [Form 6145.2 \(i\)](#) Coach Concussion Acknowledgement Form
- [Form 6145.2 \(l\)](#) Coach Sportsmanship Pledge

Head coaches must be at least 21 years of age; assistant coaches must be at least 18 years of age and a high school graduate. All coaches and volunteers (this includes parents/guardians that help in supervising practices) are required to take the Archdiocese "Safe Environment" program. This is required for all volunteers who work with and supervise children and youth on a regular basis. This training requirement shall be completed BEFORE starting coaching duties. Once this requirement is completed, it does not need to be repeated. Information and registration can be found [here](#).

All coaches and athletic personnel must have an initial criminal background check and a subsequent review every five years. This can be found on the same information and [registration link](#). Click the link to "renew my certification" for directions.

## **COACH RESPONSIBILITIES**

Each coach will be responsible for:

- Leaving premises clean and secure.
- Maintaining equipment checked out to them.
- Holding a pre-season meeting with families. This meeting should also familiarize families with schedules for practices, the expected conduct from the students, uniform and equipment responsibilities, and other needed information.
- Working with and being accountable to the Athletic Director.
- Following all league, Archdiocesan, and Athletic Association rules.
- Conducting themselves in a Christian and sportsmanlike manner during games and practice.
- Assuming responsibility for all players that they are coaching at practices and games.
- Treating all students, coaches, and officials/table workers equally and with respect.

- Reporting all serious injuries to the Athletic Director on the day of the incident.
- Refraining from verbal abuse toward students, parents/guardians, coaches, and officials/table workers.
- Providing positive instruction to all students.
- Not conducting practice unless there are two Safeguarded Trained coaches/adults in the gym. Only students on the roster should be at practice (no siblings or other guests in the gym).
- Not conducting practice with only one student in attendance.
- Keeping control of all students, coaches, and spectators during the game.
- Keeping control of one's emotions and refraining from verbal abuse towards any official, student, parent/guardian, opponent, coach, or league official.
- Seeking medical attention for any suspected medical emergency.

Violations of these requirements may include the following:

- First Violation – Verbal Warning
- Second Violation – Written Warning
- Third Violation – Coach Dismissal

*\*The Athletic Director, in conjunction with the Principal, reserves the right to dismiss a coach at any time depending on the severity of the violation(s).*

## **STUDENT RESPONSIBILITIES**

- Students must remember that participating in the Siena Catholic Schools Athletics Program is a privilege and not a right.
- Students are expected to attend all practices and games unless excused by the coach.
- Academic standards listed in this manual must be met. Failure to meet these standards will result in the loss of the privilege to participate in the Siena Catholic Schools Athletics Program.
- Students are expected to conduct themselves in a Christian and sportsmanlike manner during practices and games. Please remember you are not only representing yourselves but also our families and the Siena Catholic Schools Athletics Program. Failure to do so may result in the loss of the privilege to participate.
- Students are expected to respect the facility they participate in.
- Harassment is defined as a pattern of behavior wherein the purpose or effect is to create a hostile, offensive or intimidating environment. An incident may occur in person or via social media (such as Facebook, Snapchat, Twitter, etc). Harassment (or often referred to as “bullying”) encompasses a broad range of physical or verbal behavior and can include, but is not limited to the following:
  - Threatening behavior
  - Racial insults
  - Derogatory ethnic slurs

- Unwelcome sexual advances or touching
- Sexual comments, jokes or gestures
- Physical or mental abuse

Violations of these requirements may include the following, pending on the severity of the incident:

- First Violation – Student, parent/guardian meet with Athletic Director
- Second Violation – Student, parent/guardian meet with Principal
- Third Violation – Removal from athletics

### **PARENT/GUARDIAN RESPONSIBILITIES**

- Parents/Guardians are expected to have the student-athlete arrive at all practices and games on time.
- Parents/Guardians must notify the Head Coach of any student-athlete absences by providing as much notification as possible.
- Parents/Guardians should be on time to pick up their students from practices and games.
- Parents/Guardians are required to work with the student’s teachers to assure school work is being completed.
- Parents/Guardians are required to conduct themselves in a Christian and sportsmanlike manner at all events.
- Parents/Guardians must complete and return all necessary forms to the Athletic Director.
- Assume financial responsibility for lost, damaged or misuse of uniforms and equipment issued.
- Follow grievance procedures outlined in this handbook when problems occur.
- Parents/Guardians are expected to provide guidance to their students in regard to their behavior and attitude toward the individuals who have volunteered their time to coach, support, and manage this athletic program.
- Parents/Guardians must wait for a minimum 24-hour cooling-off period before approaching a Head Coach, Assistant Coach, Priest, School Principals, and/or any other staff.

### **SPECTATOR RESPONSIBILITIES**

- Spectators are expected to positively support all student-athletes.
  - This is essential to the program’s success. We encourage all students, parents/guardians, and coaches to build confidence in our students by displaying their unconditional support.
- Spectators must refrain from disruptive behavior during games that may, at the discretion of the game official(s), gym supervisor, or coaches, result in the immediate removal of the party from the premises.

- After removal, a subsequent conduct review by the Athletic Director and Principal may result in further sanctions to the party(ies) involved.
- Spectators are required to utilize a 24-hour cooling-off period (minimum) before approaching a Head Coach, Assistant Coach, AD, and/or Principal regarding any concerns or complaints.

## **EJECTION FROM COMPETITION**

### **Per [Archdiocese of Milwaukee Policy](#)**

#### **Students**

- Any student who is ejected from any competition for any reason shall be immediately suspended for the next game. This includes any and all tournament competitions scheduled during this period. The suspension does carry over into the next competitive season the coach participates in.
- A second ejection shall result in a suspension of the next two games. This includes any and all tournament competitions scheduled during this period. The suspension does carry over into the next competitive season the coach participates in.
- A third ejection shall result in a suspension of the next five games, and future eligibility shall be reviewed by the student's parish/school in consultation with the Office for Schools.
- Suspensions resulting from ejections are not subject to appeal.
- Students may participate in practice, but not in a scrimmage, during the suspension period.
- The school and/or league may impose consequences beyond the above-described suspensions.

#### **Coaches**

- Any coach who is ejected from any competition for any reason shall be immediately suspended for the next two games. This includes any and all tournament competitions scheduled during this period. The suspension does carry over into the next competitive season the student participates in.
- A second ejection shall result in a suspension of the next four games. This includes any and all tournament competitions scheduled during this period. The suspension does carry over into the next competitive season the student participates in.
- A third ejection shall result in a suspension of the next eight games and future coaching eligibility shall be reviewed by the coach's parish/school and league in consultation with the Office for Schools.
- Suspensions resulting from ejections are not subject to appeal.
- During the suspension period, the coach is not allowed to attend any practice, scrimmage, or competition.
- The school and/or league may impose consequences beyond the above-described suspensions.

Signed by the Athletic Directors for each Siena Catholic School:

John Paul II Academy, Colleen Knapp  
Our Lady of Grace Academy, Matt Sepanski  
St. Joseph, Heather Ropiak  
St. Lucy, Matt Sepanski  
St. Rita, Tom Ferguson

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