



ATHLETIC HANDBOOK

Karen Ervin
Principal

Ryan Nardozzi
Athletic Director

Revised 2015

TABLE OF CONTENTS

“While playing sports, Christians also find help in developing the cardinal virtues—fortitude, temperance, prudence and justice.....Sports offer an ideal occasion for dialogue and understanding among peoples, for building the desired civilization of love,”
- Pope John Paul II

1. [Purpose](#)
2. [Letter to SCSA families](#)
3. [Goals](#)
4. [Athletic Curriculum](#)
5. [Athletic Department Information](#)
6. [Eligibility](#)
7. [Information Needed Before Season Starts](#)
8. [Insurance, Health and Injuries](#)
9. [Commitment to Athletic Program](#)
10. [Attendance at Practice Sessions/Games](#)
11. [Disciplinary eligibility](#)
12. [Scholastic eligibility](#)
13. [Tattoos/ Appearance](#)
14. [Intimidation, harassment, bullying, and hazing](#)
15. [Alcohol, tobacco, steroids, supplements and other drugs](#)
16. [Uniforms](#)
17. [Transportation](#)
18. [Athlete guidelines/prayer](#)
19. [Parent guidelines](#)
20. [Coaches guidelines](#)
21. [Practice cancellation](#)
22. [Game cancellation](#)
23. [MHSAA Understanding of Undue Influence](#)
24. [Summer/ Out of Season Coaching Limitations](#)
25. [Expectations of student/adult fan behavior](#)
26. [Athletic awards](#)
27. [NCAA eligibility](#)
28. [Concessions](#)
29. [Exit Policy](#)
30. [Discipline](#)
31. [Grievance](#)

1. Purpose

The purpose of the athletic program at SCA is to supplement the spiritual and academic curriculum of the school.

SCA's athletic program will promote a sense of school spirit, pride and unity while upholding the values of the Roman Catholic Church and the teachings of Blessed John Paul II.

[Back to top](#)

2. Letter to SCSA families

Dear Athletes and Parents:

Welcome to Saint Catherine of Siena Academy's Athletics, a program that integrates education, spirituality and sports. What you are about to read, is a comprehensive guide to understanding the rules and regulation governing our school's Athletic Department in addition to SCA's Student Handbook. Anything not covered under either handbook will follow the CHSL and MHSAA regulations in that order. Since it is impossible to foresee all situations that may arise, such occurrences are covered in the spirit of the handbook even though they are not specifically stated.

SCA students are encouraged to participate in multiple sports rather than choosing a single sport. By participating in multiple sports, we believe athletes tend to play for enjoyment and healthy competition. Athletics is a learning experience and all team members, regardless of ability, will be afforded the opportunity to develop intangibles. Pride, teamwork, self-discipline, self-sacrifice, work ethic, commitment, spirituality, perseverance and sportsmanship are a few of the qualities besides winning that SCA Athletic Department will develop, as they will be essential throughout students' lives.

The experiences encountered during high school athletics should be enjoyable, positive ones. Athletes, coaches, and parents should work together in a spirit of cooperation. The athletic program is designed to enhance the overall mission and philosophy of the school. In addition to teaching the skills of a sport or activity, our curriculum will involve academic and faith related activities.

We believe athletes should be competitive, sportsmanlike and excel academically. We believe students in the stands should have fun, but not take the focus away from the game. We believe coaches should act as teachers, helping student-athletes develop while still keeping high school sports in perspective. We believe that parents should always be positive role models and be supportive at all times.

We believe that combining these attributes with core Catholic values and strict classroom requirements will result in well-rounded young women that are better prepared for the next stage of their personal, educational, and Christian development.

[Back to top](#)

3. Goals & objectives

- To realize the role of interscholastic athletics/activities taking place in a Christian setting as a part of the total educational/faith program offered at SCA
- To emphasize that women have a full and complete role in interscholastic athletics/activities
- To develop physical excellence and understanding of the positive values of competition
- To develop sportsmanship, citizenship, and respect for rules and authority by instilling principles of justice, fair play, and good sportsmanship in students
- To promote and contribute to the goals of the educational program by:
 - developing physical fitness and the realization that a healthy body increases effective learning
 - providing strong interscholastic, intramural athletic and activity programs that attract student body interest and contribute to a positive learning atmosphere
- To promote Family interest and involvement in SCA interscholastic athletics/activities

[Back to top](#)

4. Athletic Curriculum

FALL SPORTS	
Volleyball	Cross Country
Field Hockey	Equestrian
WINTER SPORTS	
Basketball	Pom Pon
Competitive Cheer	
SPRING SPORTS	
Softball	Tennis
Soccer	

Each coach will hold a Beginning of Season Team/Parent Meeting. The student athletes and at least one of their parents or guardians must attend this meeting. Coaches' expectations, student athlete rules, schedules, team rules and the like will be discussed at this meeting. A student athlete may not practice or participate until her parent or guardian has attended the Parent Meeting and signed all necessary forms.

[Back to top](#)

5. Athletic Department Information

Saint Catherine of Siena Academy

28200 Napier Rd.

Wixom, Mi. 48393

248-946-4848

www.saintcatherineacademy.org

Athletic Director	Mr. Ryan Nardozzi	rnardozzi@saintcatherineacademy.org
Athletic Trainer	Ms. Katie Mulligan	katie.mulligan@atipt.com
Volleyball Coach	Mrs. Suzanne Belrose	sbelrose@saintcatherineacademy.org
JV Volleyball Coach	Mrs. Stephanie Carder	scarder@saintcatherineacademy.org
JV2 Volleyball Coach	Mrs. Katie Tillinger	ktillinger@saintcatherineacademy.org
Cross Country Coach	Ms. Grace Wilson	gwilson@saintcatherineacademy.org
Equestrian	Mrs. Lucia Smerage	lsmerage@saintcatherineacademy.org
Basketball Coach	Mrs. Jennifer VanGoethem	jvangoethem@saintcatherineacademy.org
Asst. Basketball Coach	Mrs. Holly Mierzejewski	hmierzejewski@gmail.com
JV Basketball Coach	Mr. Dominic Policicchio	Policicchio.basketball@gmail.com
Competitive Cheer	Mrs. Kathy Rassel	scacheercoach@gmail.com
Pom Pon	Mrs. Chelsea Szczembara	cszczembara@gmail.com
Field Hockey	Dr. Robert Green	bgreen@saintcatherineacademy.org
Softball Coach	Dr. Robert Green	bgreen@saintcatherineacademy.org
Asst. Softball Coach	Mr. Nick Weaver	npweav8899@hotmail.com
Tennis Coach	Mrs. Kristie Boskey	kristie.boskey@us.mahle.com
Soccer Coach	Ms. Sarah Polnasek	spolnasek@saintcatherineacademy.org
Asst. Soccer Coach	Mr. Matt Hoag	mhoag@saintcatherineacademy.org

[Back to top](#)

6. Eligibility

SCSA adheres to the MHSAA standards of Regulation I, and the maximum limitations of Regulation II. These regulations include the following topics:

REGULATION I	REGULATION II
Enrollment	Competition Limited to Eligible
Age	Administration
Physical Examinations	Coaches
Maximum Enrollment	Master Eligibility List
Maximum Competition	In-State Meets
Undergraduate Standing	Contests with Out of State Schools
Previous Academic Record	Use of Registered Officials
Current Academic Record	Playing Rules
Transfers	Limitations of Competition
Undue Influence	Maximum Number of Contests
Amateur Status/Awards	Postseason Contests
Limited Team Membership	National Championships

For a copy of the above regulations, visit www.mhsaa.com or request a complete MHSAA handbook by contacting:

Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan 48823-7392
Phone (517) 332-5046
Fax (517) 332-4071

[Back to top](#)

7. Information Needed Before Season Starts

- Physical Examination – The M.D., D.O., Physician’s Assistant, or Nurse Practitioner who administers the physical examination must sign this form. SCA will comply with all MHSAA interpretations of section 3
- Emergency Notification Form – Completed and signed by parent
- Assumption of Risk/Proof of Insurance – Completed and signed by parent. Copy of policy is required.
- Athletic Handbook Parent and Athlete Agreement Form – Signed by parent and athlete
- Concussion Acknowledgement form – Signed by Parent and Athlete

[Back to top](#)

8. Insurance, Health and Injuries

- SCA does not carry medical insurance for injuries to students. Therefore, the cost for medical expenses incurred by a student as the result of an accident or injury, which occurs on school property or at a school activity, will be the responsibility of the student’s family or family insurance provider. Students participating in athletics will be required to present proof of insurance to the Athletic Director before being allowed to participate in any sport. In the case of an accident, no matter how minor, the student has a responsibility to report the accident to the teacher or coach in charge.
- If an individual has any special medical problem, the parent must inform the Athletic Director in writing.
- Any injury occurring during practice or a contest is to be reported to the coach and athletic trainer immediately.

[Back to top](#)

9. Commitment to Athletic Program

As a member of a SCA athletic team, all athletes are to understand and abide by the expected level of commitment for such membership. Attendance and participation at all practice sessions and contests, support for fellow teammates, as well as respect for coaches, opponents and officials is an expected part of being a SCA athlete. All athletes are to understand that to compete in a SCA athletic program will have precedence over any outside activity. In addition, all athletes must:

- Attend all team’s liturgies and any other faith related activities
- Participate in all study groups as requested by their coach

[Back to top](#)

10. Attendance at Practice Sessions/Games

An athlete must attend each schedule practice session. The only exceptions are the following:

- Detentions must be served at the assigned time. Having a detention is not an excuse to miss practice or a game. Having a practice or a game is not an excuse to miss a detention. Coaches have the option of penalizing an athlete for missing a practice or a game because of a detention
- Excused absences. Must be approved by SCA Administration. Students who are not in school for at least four periods will not be allowed to practice or play if there is a game that day
 - Examples of Excused Absences: Religious Sacrament, SCA function, Death in the Family, Sick (with note), prearranged tutoring or meeting with teacher (coach notified)
 - Examples of Unexcused Absences: Birthday Parties, other school prom/dances, vacations, work
- Pre-arranged events approved by the coach. Whenever possible, athletes are asked to seek approval from their coach 24 hours in advance

3 Unexcused absences from practices and/or games will result in automatic dismissal from team.

Missed Practice before a day of competition, the athlete will be ineligible to compete the following day

[Back to top](#)

11. Disciplinary Eligibility

All students are expected to adhere to all school regulations and policies. Failure to do so may result in the athlete losing her privilege to participate in the school's athletic program

[Back to top](#)

12. Athletic Academic Eligibility

The general eligibility requirements of the MHSAA and the CHSL (passing 66% of your classes) shall be followed in addition to certain specific requirements unique to St. Catherine of Siena Academy.

Academic eligibility is reviewed by the Athletic Department bi-weekly.

- Any D or F (69 or below) will result in a 1-week suspension from athletics with weekly grade reviews to monitor progress. If a student and/or parent feel that the suspension is due to an inaccurate reporting of a current grade, it is the athlete and/or parent's responsibility to contact the teacher directly. The teacher must notify the athletic department if there is a change in eligibility status.
- Questions regarding a failing grade should be directed to the teacher of the subject the athlete is failing, not the Athletic Department. If the dispute cannot be resolved by parent/teacher communication, the parent may then **appeal** the decision by contacting the athletic director.
- All grade disputes and appeals must be resolved by Monday. Failure to do so will result

in automatic ineligibility until the next review (Friday).

- Reviews will be conducted every week thereafter to determine whether or not the student athlete has achieved minimal academic standards in order to be reinstated.
- Ineligibility starts on the Monday after a Friday eligibility review/check and continues until the following Monday, regardless if grades are brought up mid-week.
- If a student fails a quarter or semester, the student will automatically be ineligible for the first week of the new quarter or semester.
- If a student receives an incomplete grade, the student will be ineligible until the work is completed and a grade has been received.
- During **any school suspension**, the student athlete may not attend ANY school-sponsored activity.
- During **any academic suspension**, the student athlete may not attend practice, athletic events and/or anything team related as a team member.

[Back to top](#)

13. Tattoos/appearance

Tattoos and/or any other form of body modification are not acceptable by SCA standards. For all other rules in regards to SCA students' appearance, see student handbook.

[Back to top](#)

14. Intimidation, harassment, bullying, and hazing

SCA prohibits acts of bullying, harassment, hazing, and any other forms of aggression and violence.

“Bullying” or “harassment” is any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e., cyberbullying, through the use of internet, cell phone, personal digital assistant (pda), computer, or wireless handheld device, currently in use or later developed and used by students) that is reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress and may be motivated either by bias or prejudice based upon any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression; or a mental, physical, or sensory disability or impairment; or by any other distinguishing characteristic, or is based upon association with another person who has or is perceived to have any distinguishing characteristic. Bullying and harassment also include forms of retaliation against individuals who report or cooperate in an investigation under this policy. Such behaviors are considered to be bullying or harassment whether they take place on or off school property, at any school-sponsored function, or in a school vehicle or at any time or place where an athlete's imminent safety or over-all well being may be at issue.

-Since bystander support of bullying and harassment can encourage these behaviors, SCA prohibits both active and passive support for acts of harassment, bullying, or hazing.

-Violation of this regulation will result in corrective action under SCA's Student Handbook.

-Visitors refusing to comply will be reported to the local authorities.

-If you are a victim or a witness of bullying, harassment or hazing, you ought to take any or all of the following actions:

- . Contact any school administrator
- . Contact the team's coach
- . Contact the local Police Department

[Back to top](#)

15. Alcohol, tobacco, steroids, supplements and other drugs

The use/possession/distribution/sale of alcohol, tobacco, steroids, and banned drugs is strictly prohibited on school premises; school sponsored activities; or while wearing SCA gear of any kind at anytime, anywhere. It is also against the law and SCA will report these matters to the local authorities as such.

In compliance with Public Act 187, SCA does not allow athletes to use dietary supplements carrying claims of enhanced athletic performance. The Law covers androstenedione, creatine and any compound labeled as performance enhancing,

Athletes are encouraged to avoid being "in the wrong place, at the wrong time". If you are involved or witness any of the activities mentioned under this section, you must walk away and report the incident right away. Failure to do so will make you accountable by association.

[Back to top](#)

16. Uniforms

Athletic uniforms are the property of SCA unless otherwise noted by the athletic director. The student athlete is responsible for any uniform that is checked out to her at the beginning of the season. Any damaged or lost uniform will be charged back to the student athlete at replacement value. Student athletes will not be given uniforms for the next season until they either return the previous season's uniform, or they pay for lost or damaged uniforms.

Uniforms must be returned to either the coach or athletic director.

Uniforms will only be worn at the event in which the student athlete is participating, and it is not to be worn by anyone other than the student athlete who checked it out. Student athletes will wear their uniforms during games with the shirts tucked in unless otherwise instructed by the coach. The coach must approve any additional cosmetic articles of clothing (sweatbands, headbands, etc.)

[Back to top](#)

17. Transportation

All athletic and activity school sponsored trips must be made in school vehicles or in transportation sanctioned by SCA. In the event that school busses are not available, the following rules apply:

- All transportation requests must be made in writing by the student's parent/guardian and must be presented to the head coach 24 hours prior to departure. Note must include adult's phone number.
- Parents driving athletes other than their own daughters must complete a "volunteer driver" application and provide a copy of their insurance policy with proper **increased coverage**
- Coaches are **not allowed** to transport athletes in their personal vehicles
- A student athlete may drive herself to practice with a sibling if she has a:
 - Student Transportation Waiver Form signed by her parents /legal guardian on file with the Athletic Director
- Students may be driven home from a sporting event by other parents / guardians if the student's parents / guardians give permission for this in writing – specifically naming the other parents / guardians – to the coach or Athletic Director. Request may be made in writing or through email 24 hours in advance of event.
- Students may be driven home from a sporting event by another student only if a Student Transportation Waiver form signed by her parents / guardians and the parents / guardians of the student driver is on file with the Athletic Director.

[Back to top](#)

18. Athletes guidelines/prayer

Participation in extracurricular competitive interscholastic athletics is a student's privilege, not a right. This privilege could be removed at any time for failure to meet the standards and requirements of SCA. By participating in SCA sports, athletes:

- Know and adhere to the athletic and student handbooks of the school
- Understand, promote and play by the specific rules of the sport
- Exceed all attendance and academic requirements as practical evidence of loyalty to school and team
- Observe all policies regarding conduct, doing so as a duty to school, team and self
- Practice and play fairly, giving complete effort in all circumstances and credit in victory to teammates and to opponents in defeat
- Accept favorable and unfavorable decisions, as well as victory and defeat, with equal grace
- Demonstrate respect for opponents and officials before, during and after contests

The Athlete's Prayer

God let me play well, but fairly.
Let competition make me strong, but never hostile,
In this and in all things, guide me to the virtuous path.
If I know victory, help me be humble;

If I am denied, help me be gracious.
See me not when I am cheered, but when I bend to help my opponent up.
Seal it in my heart that everyone who takes the field with me becomes my sister.
Teach me something that will matter once the games are over.
And if through athletics I set an example, let it be a good one.

Amen.

[Back to top](#)

19. Parent guidelines

- Be supportive of the team, athletes, coaches, and officials at all times
- Be respectful to opponents, spectators, and visitors
- Become a school ambassador at school sponsored events and activities
- Participate in team Masses
- Help your daughter follow and uphold the training rules and team policies
- Learn the basic rules and strategies of the sport to gain a better understanding of it. Become familiar with SCA, CHSL (Catholic High School League) and MHSAA (Michigan High School Athletic Association) policies
- Encourage your daughter to play sports year-round and to be actively involved in all team's activities
- Refrain from the use of any controlled substances (alcohol, drugs, etc.) before, and during games, and afterwards on or near the site of the event (i.e., tailgating.)
- Be a positive role model through your own actions and by censuring those around you at events whose behavior is unbecoming
- Unlike professional sports, as a spectator at an interscholastic event, you are a part of the activity, much like the athletes, coaches and officials. Exhibit good sportsmanship at all times and act as a positive role model for all of our student athletes
- Do not approach coaches before, during or after a game or practice
- Wait 24 hours before contacting a coach after a game
- Talk to coaches in private. Do not confront SCA staff in public, by phone or social media
- If necessary, follow grievance procedures included in this Handbook

[Back to top](#)

20. Coaches guidelines

The Coach is the official representative of the school at interscholastic athletic activities. In this important capacity, these standards should be practiced:

- Promote and integrate the mission of SCA within the day-to-day coaching activities
- Be a Catholic Christian role model
- Integrate academic and faith related activities whenever possible

- Develop an understanding of the role of interscholastic athletics and communicate it to players, parents and the public
- Develop an up-to-date knowledge of the rules, strategies, precautions, and skills of the sport and communicate them to players and parents
- Develop, communicate and model policies for athletes' conduct and language in the locker room, at practice, during travel, during competition, and at other appropriate times
- Develop fair, unprejudiced relationships with all squad members
- Allow athletes to prove themselves anew each season and do not base team selections on previous seasons or out-of-season activities
- Allow athletes time to develop skills and interests in other athletic and non-athletic activities provided by the school and community groups
- Give the highest degree of attention to athletes' physical well-being
- Teach players, by precept and example, respect for school authorities and contest officials, providing support for them in cases of adverse decisions and refraining from critical comments in public or to the media
- Teach players strict adherence to game rules and contest regulations
- Present privately, through proper school authorities, evidence of rule violations by opponents
- Attend required meetings, keep abreast of MHSAA policies regarding the sport, and be familiar with MHSAA eligibility and contest regulations
- Present a clean and professional image in terms of personal appearance and provide a positive role model in terms of personal habits, language and conduct.

[Back to top](#)

21. Practice cancellation

- On occasion, practice could be canceled due to conflicts, adverse weather, mechanical issues or personal matters/emergencies.
 1. Coaches must email/call the Athletic Office with as much notice as possible, but no later than 12:00pm on the day of cancellation
 2. The Athletic Director will email the parents and inform the students of such cancellation and/or alternative arrangement (i.e. Team Study Hall)

[Back to top](#)

22. Game cancellation

- Games will occur as scheduled unless they are canceled
- Cancellations can occur at any time before the game
- The Athletic Director will contact all parties involved (parents, students, visiting school and officials), as soon as a decision to cancel is made.
 3. Parents will receive an email from the Athletic Department
 4. Students will be contacted in person or via school announcement
 5. Visiting schools and officials will be contacted by phone and email
 6. Alerts will also be available via twitter, facebook, and athletics website www.SCAstars.com

- Game cancelation is the exclusive responsibility of the Athletic Director

[Back to top](#)

23. MHSAA Understanding of Undue Influence

“The use of undue influence for athletic purposes by any person or persons directly or indirectly associated with the school or its athletic program to secure or encourage the attendance of a student or the student’s parents or guardians as residents of the school district, shall cause the student to become ineligible for a minimum of 90 scheduled school days and a maximum of one year. The offending school shall be placed on probation for one year and offending coach or coaches shall not be permitted to coach at that school for a one-year period in any sport and shall not coach for a one-year period at any other member school in any MHSAA tournament in any sport. Examples of undue influence would include but not be limited to offers of or acceptance of: financial aid to parents, guardians or student; reduced or eliminated tuition and/or fees; any special privileges not accorded to other students, whether athletes or not; transportation allowances; preference in job assignments; room, board or clothing; promotional efforts and admission policies for athletes which are in excess of efforts for other students”
Interpretations to the above regulation can be found under Section 10, 96-110 of the MHSAA Athletic Handbook.

[Back to top](#)

24. Summer/ Out of Season Coaching Limitations

There is no such thing as a school team outside the interscholastic season of practice and competition. Schools shall not require or sponsor activities in the name of the school team outside the school season for the sport involved. That the regulations or their Interpretation do not prohibit a specific action or activity does not mean that such is permissible. When the regulations or their Interpretation describe an allowed out-of-season contact between the coach and students of his/her school, it does not mean such may be required, conducted or sponsored explicitly or implicitly by their school district.

- Generally, the activity of students is not restricted outside the high school season, subject to limitations of the amateur and awards rules as well as prohibitions on all-star and national high school championship competition.
 - An individual student-athlete may obtain any amount of coaching from any coach, including his or her school coach, any time, year-around except during the summer dead period, provided the restrictions placed upon school coaches are followed.
- These limitations out of season apply to coaches:
 - ✓ Outside the school season during the school year (from Monday the week of Aug. 15 through the Sunday after Memorial Day observed), school coaches are prohibited from providing coaching at any one time under one roof, facility or campus to more than three (or four) students in grades 7-12 of the district or cooperative program for which they coach (four students if the coaching does not involve practice or competition with students or others not enrolled in that school district). This applies only to the specific sport(s) coached by the coach, but it

applies to all levels, junior high/middle school and high school, whether the coach is paid or volunteer

- ✓ When school coaches are in contact with students during the summer, they do so un-sponsored by the school where they coach. These activities must be entirely non school programs
 - ✓ During the summer “dead period” (week of July 4th), coaches may not provide coaching instruction to any students in any setting (including camps).
 - ✓ Preseason “Down Time” - Preseason "Down Time" - Beginning August 1 for all fall sports, March 1 for spring sports and 14 calendar days prior to the earliest start of practice for each winter sport:
- These limitations apply year-round:
 - ✓ At no time out of season may school transportation be used. There may be no use of school owned and issued competition warm-ups and/or uniforms (non-competition practice jerseys may be worn whether or not school-owned or issued). Neither the school nor its coaches shall allow the out-of-season activity to be mandatory or to be any part of the basis for selection of the school team.
 - ✓ School operating funds may not be used in any way to support out-of-season activities; only funds from school-approved activities may be used to pay fees for individuals on some basis other than athletic ability or potential. The limit is \$200 per sport per student per year (Aug. 1 through July 31).
 - ✓ Because students and coaches may assemble from the same school, there is a tendency at camps and in summer leagues to call teams by their school names, but it must be understood they are not school sponsored teams. They can't be. To assure there are not misunderstandings about the school's authority and responsibility (including liability for injuries), the following should occur:
 - . School administration will not allow camp and/or league organizers to use the school designations.
 - . School administrators will not allow school public address announcements or school website, newspaper or school yearbook coverage of any non-school sports activity or accomplishment that is not typical of promotion given to non-athletic non-school activities of students.
 - As a general rule, “open-gyms” or “after school” activities are permitted at SCA out of season. These will be voluntary and not part of the team selection process and adhere to these principles:
 - ✓ Diversity of students—open to all students.
 - ✓ Student-conducted—students choose from offered activities. Coaches shall not coach, instruct, critique, direct, evaluate or participate in a sport he/she coaches.
 - ✓ Recreational emphasis—not an organized program of instruction and/or competition. There must not be any organized drills, practice structure and no instruction regarding offensive or defensive schemes by any person, including team captains and parents.

- In some cases, school-sponsored “conditioning programs” will be permitted out of season if they are voluntary, not part of the team selection process, and do not involve equipment that is specific to a sport conducted on an interscholastic basis in Michigan. Generic equipment such as cones, weights, jump ropes, and other fitness apparatuses are permitted.

[Back to top](#)

25. Expectations of student/adult fan behavior

- Be courteous to all: participants, coaches, officials, staff and fans
- Know the rules, abide by and respect the official’s decisions
- Win with character and lose with dignity
- Display appreciation for good performance regardless of the team
- Exercise self-control and reflect positively upon yourself, team and school
- Permit only positive sportsmanlike behavior to reflect on SCA and its activities

BE COURTEOUS	
ACCEPTABLE BEHAVIOR	UNACCEPTABLE BEHAVIOR
Applause during introduction of contestants, coaches and officials	Booing or ignoring the introduction of opponents
Recognize contestant’s performance with applause	Derogatory/disrespectful yells, chants, songs or gestures
Show concern for injured contestant	Laughing or commenting on opponents misfortune
ABIDE BY THE RULES	
ACCEPTABLE BEHAVIOR	UNACCEPTABLE BEHAVIOR
Promote understanding of rules within the schools and community	Booing or heckling and official’s decision
Only team captain or coach should approach officials for clarification	Criticizing the merits of officiating
Accept official’s decisions	Display of temper or arguing with an official’s call
Helping media representatives understand the rules	Talking to the media about displeasure with officials, schools or coaches
WIN OR LOSE	
ACCEPTABLE BEHAVIOR	UNACCEPTABLE BEHAVIOR
Handshakes	Refusing to shake hands or give recognition to winner for good performance
Applause at the end of contest	Blaming loss on officials, coaching, individual contestant’s performance
Both winning and losing teams go to their fans and thank them for their support	Victory celebrations by fans and spectators on the playing field or court immediately after the contest
APPRECIATION FOR GOOD PERFORMANCE	
ACCEPTABLE BEHAVIOR	UNACCEPTABLE BEHAVIOR
Enjoy the game, regardless of the score	Distracting opponents
Applause to recognize outstanding performance	Degrade opponents’ efforts

SELF CONTROL	
ACCEPTABLE BEHAVIOR	UNACCEPTABLE BEHAVIOR
Support the team and be respectful at all times.	Displays of anger, boasting, use of profanity and drawing attention to you instead of the contest

[Back to top](#)

26. Athletic Awards

- Athletes are required to attend Awards Ceremonies/Banquets. These events are held to honor each athlete, give out various awards and letters for their sports and have the coach outline off season and/or summer expectations. **All sports related ceremonies/banquets require business attire**
- Head coaches will distribute criteria requirements for earning sport-specific awards during the athlete/parent pre-season meeting. Head coaches will grant sport-specific awards as deemed appropriate
- School Issue Awards for all sports
 1. Coaches Award
 2. Team MVP
 3. Rising Star Award

Letter Requirements and Awards

Requirements for earning a letter should be articulated to all perspective athletes and parents at your preseason meetings.

A coach has the authority to recommend team members who have met the requirements for a varsity letter. Letters are awarded only if an athlete has turned in her equipment and are a member in good standing at the close of the season. Any athlete who leaves the team voluntarily or for disciplinary reasons is ineligible for any award that may be given. These recommendations are to be approved by the Administration. If any problems arise due to extenuating circumstances (injury, illness, transfer, etc.) a committee composed of the Athletic Director, Dean of Students, Principal and coaching staff shall make the final decision regarding the presentation of the letter/award. Senior athletes who have been members in good standing for two consecutive seasons are automatically eligible for a varsity letter upon the recommendation of the coach.

Athletic Award System

- Sub Varsity Participants - Certificate Only

- First Year Varsity Letter Winner - Varsity Letter/Chevron
- Second Year Varsity Letter Winner - Chevron
- Third Year Varsity Letter Winner - Chevron
- Fourth Year Varsity Letter Winner - Chevron

General Criteria for a Letter

- Attendance - Athletes must attend all practices unless excused.
- Sportsmanship - Athletes display good sportsmanship throughout the season.
- Adherence to - Athletes must abide by the rules set by the coach, Athletic Department and the Board of Education
- Equipment - All equipment must be returned and/or all other obligations must be fulfilled before athlete receives her varsity letter/award and report card.
- Eligibility - All athletes must be eligible according to MHSAA Guidelines.

Sport Specific Criteria for Earning a Varsity Letter

Sport	Requirement
Basketball	Participation in 50% of all contests
Cross Country	Participation in 50% of all contests
Competitive Cheer	Participation in 50% of all contests
Field Hockey	Participation in 50% of all contests
Soccer	Participation in 50% of the periods played – field players. Participation in 25% of the periods played – goalies.
Softball	Participation in 50% of all contests.
Tennis	Participation in 50% of all varsity matches.
Track and Field	Participation in 50% of all contests
Volleyball	Participation in 50% of all contests.

Coaches may also recommend athletes who do not meet the criteria. A committee of Athletic Director, Dean of Students and Principal will make the final decision on a case by case basis. The job of the committee is to uphold the integrity of the award, so the athletes nominated need to at least have the following qualities:

- Outstanding work ethic
- Number of years participated
- Camaraderie among athletes

[Back to top](#)

27. NCAA Eligibility Center

- A student who wishes to practice and play his/her freshman year at an NCAA Division I or Division II college must satisfy certain NCAA requirements including core courses passed, SAT or ACT test scores, and grade point average. Definitive information regarding college eligibility can be found at the NCAA's web site – www.eligibilitycenter.org
- Athletes who intend to participate in Division I or II athletics as a college freshman must be certified by the NCAA Eligibility Center. The Eligibility Center is accessed through the NCAA web site. At this site you can find all of the information you will need to know about eligibility as well as registering for certification by the Eligibility Center

[Back to top](#)

28. Concessions

- Concessions will be available when appropriate

[Back to top](#)

29. Exit Policy

- If you decide to no longer participate in the current sport in which you had previously committed to after the 3 day tryout period you must follow the school's exit policy
 1. Sit down with your Coach and Athletic Director (parents may attend) and explain your reasoning for leaving the team.
 2. Let your teammates know in person that you will no longer be participating.
 - Creates open line of communication between athletes
 - Removes speculation and gossip from decision
- No refund will be granted if you decide to leave the team after the tryout period
 1. If the money had not been paid prior to exiting, you will still be asked to pay the full participation amount

[Back to Top](#)

30. Discipline

- Game related discipline issues affecting athletes will be addressed by the coach and/or the A.D.
- School related discipline issues affecting athletes will be addressed by the A.D. and the coach
- Consequences for the above scenarios will be assessed based on the severity of the offense; the individual circumstances; and the existence of prior known issues

- Consequences for ignoring the policies included in any of the SCA handbooks could range from verbal warning to expulsion

[Back to top](#)

31. Grievance

Grievance Etiquette:

- Coaches should not be approached before, during or after a game or practice
- Parents should not attempt to contact the coach within 24 hours after a game
 1. Failure to abide by this rule will result in a one game suspension
 2. Exceptions
 - Need help with consoling your daughter after a game
 - Getting advice on how to approach a situation involving your daughter
- Coaches should not be confronted in public, by phone or social media
- All conversations must occur in a calm, respectful manner
- Grievance procedures must be followed without skipping any steps

Procedures:

STEP 1. Issues should be handled between coach and athlete before or after practice. It is the athlete's responsibility to share discontent with her coach

STEP 2. If the issue persists, parents should email the coach to schedule a meeting

STEP 3. A meeting should be scheduled within seven business days and must be convenient for all parties involved. Athletes are not allowed to attend this meeting

STEP 4. If the issue persists, parents should email the A.D. to schedule a meeting

STEP 5. A meeting should be scheduled within seven business days and must be convenient for all parties involved. Athlete may be asked to attend this meeting

STEP 6. If the issue persists, the A.D. will schedule a meeting with the Principal, the coach and the parents. Athlete may be asked to attend this meeting

STEP 7. If the issue is not resolved, parents should contact the Office of Health, Athletics, Physical Education and Safety at the Catholic High School League, Archdiocese of Detroit

Failure to follow proper etiquette or the grievance procedure will result in delays and/or dismissal of the complaint.

[Back to top](#)

ATHLETIC PARENT AND STUDENT AGREEMENT

Please read, sign, and date this statement and return it to the school office.

I have read and understand the SCA Athletic Handbook and agree to abide by the guidelines outlined in this document.

Parent Signature

Date

Student Athlete's Signature

Date

[Back to top](#)