



# **Athletic Handbook**

## **2023-2024**

# **MISSION STATEMENT of St. Dennis Athletic Committee**

## **MISSION STATEMENT:**

The Athletic Committee of St Dennis School is dedicated to providing a foundation of competitive athletic opportunities while incorporating Christian values and promoting the principles of good sportsmanship, respect, teamwork, integrity and academic achievement.

## **GOALS:**

- Develop athletic skills and teamwork.
- Promote principles of good sportsmanship.
- Teach lifelong values through participation in sports.
- Fundraise to maintain and improve the facilities and programs of St. Dennis.
- All Athletic rules are in addition to all school rules highlighted in the Parent Handbook as well as school disciplinary procedures.

## **INTRODUCTION**

The purpose of this handbook is to provide a resource for parents, coaches, school staff and students. Please take the time to carefully read this handbook. Parents, coaches and students are required to read and discuss this material together.

## **PHILOSOPHY**

Participation in the sports program is encouraged, especially for learning the particular sport and having experience working together as a team. While competition is part of athletics, **cooperation is our focus**. Playing the game for fun and experience takes priority over winning.

Coaches should focus on giving positive feedback in making suggestions for improvement. All students who wish, shall have the opportunity to participate in the sports program. The emphasis on winning shall always be secondary to striving to create a Christian environment which is exemplified by our students, parents, and coaches. Principles of our Christian sportsmanship should prevail at all times.

# MADISON AREA INDEPENDENT SPORTS LEAGUE (MAISL)

This is the league that St. Dennis participates in. It is comprised of Christian schools in the Madison area. The Athletic Committee has one representative that sits on the MAISL board to be a voice for St. Dennis. The league maintains a website to keep coaches and parents notified of schedules, standings, tournaments and related events. Visit [www.maislathletics.org](http://www.maislathletics.org) for more information.

## ST. DENNIS SPORTS PROGRAMS

Students have been given the opportunity to participate in a variety of sports in the past, as shown in the table below. Each year, these offerings are reviewed and adjustments made according to the student interest and feasibility.

		Fall	Winter	Spring
Grades 5-8	Boys	Flag Football	Basketball	Volleyball
Grades 5-8	Girls	Volleyball	Basketball	Softball

## ST. DENNIS ATHLETIC COMMITTEE

The Athletic Committee is composed of the following: Athletic Director, Secretary, Treasurer, Concessions Coordinator, MAISL representative and committee members.

The Athletic Committee generally meets on the second Monday of each month from August through May. The members are all volunteers and serve in numerous ways. You are all welcome and encouraged to participate.

Duties include: Fundraising, hosting tournaments, recruiting/selecting coaches and team parents, maintaining athletic facilities, supervising programs, organizing practice schedules, monitoring/distribution of uniforms, organizing/monitoring concessions for home games, etc.

### 2023-2024 Members:

**Athletic Director** – Jason Pothof

**Treasurer** – open

**Secretary** – open

**Concession Coordinator** – Janna Studts-Wirth

**Current Committee Member:** Tiffany Leck

# TEAM ROSTER POLICY

School teams shall be made up of St. Dennis School student-athletes subject to the conditions outlined herein. There will be no maximum limit for the number of school student-athletes on a team roster. When the number of school student-athletes is large enough to support more than one team the Athletic Committee shall determine, on a case-by-case basis, whether or not split the roster into more than one team and/or add Faith Formation students. Consideration will be given to potential playing time, availability of coaches, information gathered from meeting with the Athletic Committee representatives and parents.

the Madison Area Independent Sports League established recommended minimum numbers of team participants for each sport. These recommendations are listed below along with the maximum roster size for the St. Dennis teams.

Sport	Volleyball	Football	Basketball	5/6 Softball	7/8 Softball
Minimum Roster Size	8	10	8	12	11
Maximum Roster Size	12	14	10	15	14

When the number of school student-athletes on a team roster is less than the recommended minimum roster size or so large that there can almost be two teams, team participation shall be open to student-athletes registered in the St. Dennis Faith Formation/Youth Ministry programs. The Athletic Committee shall provide notice to all eligible Faith Formation students of the open positions. If the number of Faith Formation students causes the roster size to exceed maximum roster sizes, the available positions will be filled by lottery. In the event that an interested Faith Formation student has participated in the sport the previous year, the student athlete shall be given priority in filling the vacant roster places.

In addition to contacting St. Dennis Faith Formation students, the Athletic Committee may choose to contact another school participating in MAISL and combine with their school. This arrangement will require approval of administrators from both schools. The process for filling the roster would follow the same steps as above for Faith Formation students.

Parish teams formed exclusively of eligible Faith Formation/Youth Ministry student athletes must petition the MAISL board for approval. Visit the website [www.maislathletics.org](http://www.maislathletics.org) under "documents" to find the appropriate paperwork for submission.

## **ELIGIBILITY & INELIGIBILITY**

All students in grades 5, 6, 7 and 8 are eligible to participate in sports sponsored by the athletic committee. Appropriate behavior in light of the Gospel which is consistent with the pillars of conduct is to be evident in the student's actions.

Student's expectations in the classroom will be addressed by the teacher prior to the beginning of the season. The coach will meet with parents and players at the beginning of the season to clarify regulations and make sure the role of the teacher with regard to team participation is clear.

If a student is absent due to an illness, the student will not be allowed to participate in practice or a game that day. If the absence is on the last day of the school week, the parent(s) shall use their own discretion to allow or not allow student participation in weekend games.

## **Procedures for Academics**

### **Grades 5, 6, 7, and 8**

Each Tuesday of the season, the fifth grade teacher and middle school faculty will meet and determine which students are academically ineligible. All coaches and parents will be notified by Tuesday, which individuals are ineligible. Students who are academically ineligible will start their suspension Tuesday and will regain their eligibility the following Tuesday. Ineligibility will be determined by the following criteria:

- Poor tests/quiz scores
- Consistent poor quality of work/incomplete assignments.
- Having a **D- or lower** in one of the core classes: LA, Math, Reading, Religion, Science, or Social Studies

Students will be able to participate once their grades are improved. After the 3<sup>rd</sup> offense the student will be permanently removed from the team.

## **Procedures for Disciplinary Action**

### **GRADE 5, 6, 7, and 8**

When a disciplinary problem arises **suspension is effective immediately**. Suspension will be a full week starting on the day the problem occurred. Coaches and parents will be notified that day.

First & Second Offense – Student will be removed from all practices and games for one week if s/he is missing three or more assignments. OR Student will be removed from practices and games for one week if s/he is not meeting the expectations set by the teacher. The student will receive a suspension form that must be signed by the teacher(s), student, parent, coach and principal. When completed, the form will be turned into the player’s coach.

Third Offense - Student will be permanently removed from a team if s/he has three offenses during a season.

## **ATHLETIC PERMIT CARD**

Before any student can participate in any athletic practice or game, an athletic permit card must be filled out, signed and returned to St. Dennis along with the athletic fee of \$125. The \$125 is per every sport the athlete participates in during the year. If the athletic fee is a hardship, please contact the athletic director for scholarship information.

## **PHYSICAL EXAMINATION CARDS**

In order to participate in any athletic program at St. Dennis School, each student must have a current physical card on file in the school office, as required by Diocesan regulation. These cards are available in the school office if you need one.

Physicals are required every 2 years, with the appropriate card (either white or yellow) placed on file **each** year.

## **TRANSPORTATION**

Since our athletic program involves transportation of students, a signed parental permission slip and indemnification agreement for each student and a signed volunteer driver information sheet for **each vehicle used** must be submitted according to Diocesan policy and regulations for field trips.

A signed volunteer indemnification agreement and/or a signed volunteer driver information sheet is valid for the specific sport schedule that it is on file.

If coaches are going to be transporting students to and/or from games or practice, a signed volunteer driver information sheet should be on file.

# **RULES AND REGULATIONS**

All athletic schedules and rosters are to be given to the A.D. before the first practice. All athletic events need to be scheduled, as time and space are available through the designated athletic coordinator from the athletic committee.

No jewelry, earrings, hair clips, bands, watches, etc., shall be worn during practice or games.

All students involved in sports should use the locker room and bathrooms. Bringing a water bottle is an excellent idea, and is strongly encouraged. Except as permitted for use of the drinking fountains in the school hallway, no one may be in the school hallways or at lockers, etc. Only students participating in practice are allowed to be in the school.

All drop-off and pick-up for practices will take place at the back door of the school playground and loading dock area. Students MAY NOT be in the school without their coach or supervisor present.

Students are expected to leave the building after school if no adult is present.

Church lobby and bathrooms are off limits to all adults and children during sporting events. Please pick up trash and litter. Garbage cans are already in place.

Games/scrimmages shall not be scheduled during religious education classes on Mondays, but practices can be held.

Sports events will not be scheduled when there are retreats.

If you have any communication to pass out to your team, including practice schedules, extra practices, tournaments, please make sure the school office has a copy prior to distribution.

Good attention and behavior are required at all times. If a player misbehaves, or shows disrespect to coaches or other players, that player will be excused from practice immediately and required to call to be picked up.

School work is always a priority. If a practice or game interfere, please let the coach and/or team parent know.

# **EXPECTATIONS OF STUDENTS**

Students need to understand that participation in athletics is a privilege, not a right. To earn that privilege, students should:

1. Act in a Christian manner with coaches, team members, and opponents.
2. Have fun, be a good sport, and play to the best of their abilities at practices and games.
3. Arrive at games and practices on time.
4. Remember that they play as a team and encourage their teammates.
5. Learn the rules of the game and be aware of their responsibilities as a member of the team.
6. Respect property at both home and away games.
7. Communicate with and treat coaches, players, officials, and others with respect.
8. Talk to their parents about any unresolved problems regarding coaches and/or teammates.
9. Notify the coaches as soon as possible if s/he is going to miss practice or a game.

# **EXPECTATIONS OF PARENTS**

Parents should:

1. Display and exemplify Christian values, emphasizing teamwork, good sportsmanship, fun and self-esteem.
2. Emphasize that sports are only one part of life and winning, as well as losing, is an opportunity for learning.
3. Have children at practices and games on time.
4. Inform coaching staff of any special concerns you have about your child relating to athletics. (i.e. asthma, injury, etc.)
5. Watch your child play and encourage your child and all team members.
6. Let the coaches do the coaching and running of the team. Hence, no coaching from the stands. Only encouraging remarks allowed.
7. Work with the coaches to resolve disciplinary problems. If you cannot work with the coach, contact the athletic director, Jason Pothof.
8. Realize that this is an all-volunteer organization depending on participation. There are a variety of ways that parents can be involved and use their talent and abilities.



### ***All parents are required:***

- ***To perform 10 hours of volunteer time, by participating in any of the following: working concessions, annual fundraisers and working any tournaments hosted by St. Dennis as requested.***
- ***To be Virtus certified. ([www.virtus.org](http://www.virtus.org)) The certificate of completion must be turned into the school office.***
- ***If you know you can not put in 10 hours, you now have the option of the "buying out" of your time. The cost is \$100.00 and the money will be used to pay a youth group to fulfill your hours.***

## **EXPECTATIONS OF COACHES**

Coaches are encouraged to be familiar with and supportive of the athletic philosophy, policies and expectations pertaining to their particular sport(s) and discuss them with the student athlete's a number of times throughout the season. Coaches are also expected to be familiar with St. Dennis, Madison Area Independent Sports League (MAISL), and Diocesan guidelines and policies.

Coaches should:

1. Display and exemplify Christian values.
2. Promote healthy competition, encourage enjoyment of team sports, emphasizing teamwork, good sportsmanship and development of skills and self-esteem.
3. Treat each player as an individual, remembering the wide range of emotional and physical development of students in the same age group.
4. Provide players with an orientation meeting at the beginning of the season to explain rules and regulations of the game.
5. Explain to players and parents at the beginning of the season (in writing, if possible) of your expectations regarding conduct, practice, facility use and responsibility.
6. Inform parents, in a timely manner, of unresolved problems regarding their children and enlist their support.
7. Work with the team parents to solve problems and communicate with parents.
8. Provide a list of players, and any tournament schedules to the office as soon as possible before the first game.
9. See that all players have left the building before you leave.
10. Inform athletic president of any incidents involving students or parents.

# **EXPECTATIONS OF TEAM PARENTS**

Team parents should:

1. Display and exemplify Christian values.
2. Assist volunteer coach in communicating with parents.
3. Encourage parents' attendance at games and practices.
4. Assist Athletic Committee in recruiting volunteers for hosting home games.
5. Assist Coach in collecting jerseys at the end of the season.