

Our Lady of Victory Catholic School Athletic Program Handbook 2017-2018



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www.olvcatholicschool.org/athletics

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OLVCS ATHLETIC PROGRAM PHILOSOPHY

Philosophy

The Athletics Program at Our Lady of Victory Catholic School enhances the mission by providing a platform from which students are able to develop their highest potential by:

- Identifying God given talents and abilities
- Using and developing these to glorify God
- Growing personally through exceptional educational and athletic opportunities;
- Learning independently through individual and team practice and competition experiences;
- Challenging themselves intellectually, emotionally, and physically
- Embracing diversity in a highly competitive environment
- Adhering to the principles of fair play and sportsmanship.
- Embracing both successes and failures as an integral part of the physical, emotional, and spiritual learning and growth process
- Learning habits which teach, promote, and help maintain a healthy lifestyle

Mission Statement

Our Lady of Victory Catholic School graduates student-athletes who are critical thinkers and inspirational leaders, prepared for lives of service to their families, communities, and society by learning through their experiences as a Catholic student-athlete.

The interscholastic athletics program at OLVCS is committed to building the highest quality environment. The athletics program will set the standard for excellence across the state and for programs nationally.

Guiding Principles

- Our primary goal, to augment the school's educational mission and Catholic values to direct our decision making
- The program will operate under the highest ethical standards without a reliance on the standards of others.
- Athletics will serve as a unifying force in the school community and we will remain mindful that unity requires bilateral action between the program, administration, school community, parish community and the indirect town community.

- Excellence as a program will be attained through the continued education and professional development of coaches and staff.
- The hallmarks of the program's organizational culture will be collegiality, enthusiasm, teamwork, transparency, communication, and trust.
- Our diverse staff will enhance the athletic program's decision-making process.
- The program will be dedicated to the equitable, efficient, and responsible use of human, financial, informational, and physical resources.
- Assessment will be accepted as an important and vital tool to ensure we are meeting our departmental goals (Administrative, self, player to coach, coach to coach, etc.)

Analysis of the Process

Our primary goal, to augment the institution's educational mission, will guide our decision-making.

- Athletes possess the opportunity to learn a great deal on the playing field that they might not earn in the classroom.
- Teamwork, time management, self-discipline, and success through effort would exist as a few important examples.
- An athlete will learn how they respond to adversity, perform under pressure, the importance of setting and achieving goals, the significance of a great work ethic, and working as a team.
- The planning, leading, organizing, and controlling functions of the school's athletic department should be conducted with the school's educational mission as a guide.

The program will operate under the highest ethical standards.

- It is said that those who rely on the standards of others possess no standards of their own.
- This Athletic Program will operate under the highest ethical standards and avoid the intent and appearance of unethical or compromising practices in relationships, actions, and communications.
- To meet these standards all program personnel will be fully trained in all relevant rules and regulations.
- The program will demonstrate loyalty to the institution by diligently following the lawful instructions of school administrators, state educational regulations, state association participation requirements, and any other environment in which the school participates.

Program personnel will:

- Be fully trained in all relevant rules and regulations
- Follow the lawful instructions of administration and state educational regulations
- Participate in state associations and any other

Athletics will be a unifying force at OLVCS as we are mindful that unity requires a joint effort between the athletics program, academic program, and our overall community.

- Athletics will serve as a unifying force on the at OLVCS and the catalyst in creating a source of pride and support among our school and parish community.
- The head coaches will emerge proactive in fostering a positive relationship between the athletic and academic communities.
- Faculty input regarding educational issues of our athletes will be solicited and utilized in strengthening athletics.
- All coaches and team members will welcome students, faculty, and staff at events to encourage participation and foster a positive relationship among community members.

Excellence as a department will be attained through the continued education and professional development of coaches and staff.

- To achieve success, meet goals, and retain a motivated staff, the athletics program will embrace continued education and professional development.
- Professional development is imperative to successful coaching.

The Athletic Director and coaches will receive continuing ed and professional development to attain excellence.

- Training in sports specific practices and techniques
- Medical and training
- Management

The hallmarks of the program's organizational culture is collegiality, enthusiasm, teamwork, transparency, communication, and trust.

- The athletics program will provide an enjoyable work environment for all staff members.
- The head coaches will welcome input from other coaches and staff and they will serve as a major part of the program decision-making process.
- Transparency, teamwork, and trust will be recognized as a process and not an outcome and that communication is the catalyst.

Our diverse staff will enhance the athletic department's decision-making process.

- The athletics program will embrace diversity in those who work, study, and play here and value the mix of experiences that enrich the department, our teams, and our school.
- A diverse athletics program will serve to improve the learning environment for student-athletes and prepare them for high school, college, or future careers as the skills needed in today's increasingly global marketplace can only be developed through exposure to widely diverse people, cultures, ideas, and viewpoints.

The department will be dedicated to the equitable, efficient, and responsible use of human, financial, informational, and physical resources.

- The athletics program will provide the necessary resources to assure equity in programs and to promote and facilitate high levels of performance.
- Resource allocation will be done in a manner that would assure positive experiences for student-athletes.
- To meet the ongoing financial needs of department, the leadership of the department will take a proactive role in identifying opportunities for mutually beneficial partnerships and in fundraising opportunities.

Assessment will be accepted as an important and vital tool to ensure we are meeting our departmental goals.

- A vital aspect of the continuing success of the athletics program will be the setting and achieving of departmental, team, and individual goals. These goals will be specific, measurable, attainable, realistic, and timely.
- Goals provide feedback to track progress and allow the program to make adjustments and corrections when necessary. Goal attainment serves as a source of competence and motivation for coaches, staff, and student-athletes.
- Assessment will provide data used to measure performance and the effectiveness of team programs.

Role of Athletics

Athletics provides an opportunity to support the mission of the Catholic faith and Our Lady of Victory Catholic School through the following:

Ministry Opportunity-by competing in an ethical way students learn about God and the Catholic Faith, by playing fair, being humble and putting others before ourselves. Challenges that occurs during sports teach us the importance of our faith, and help us grow spiritually and personally.

Community Building-A strong athletics program and success brings communities together. School wide events and promotions will be put into place to generate interest at the k-12 level. Children also look up to peers and mentors that they feel connected to.

Generating Successful Culture-Success should be expected in sports and in life! We want to help guide and teach our student-athletes how to achieve life long success and happiness. Success is measured as competing in an honorable way with integrity regardless of wins and loses, while still striving to win.

Lifelong Health Habits-Athletes will learn the importance of exercise towards physical, mental, and spiritual lifelong health and happiness. student-athletes will learn how to effectively work with

others as a team to achieve goals and work through failures and successes. Practices, team events, and competitions will serve as areas these habits and values are taught and embraced.

OLVCS ATHLETIC PROGRAM STANDARDS

Qualities of a Coach

The qualities listed below are those that are desirable as a coach, and ones that are needed to fulfill the Athletic Philosophy and Our Lady of Victory Mission Statements.

It is the desire of OLVCS administration that head and assistant coaches possess the following qualities, or strive to improve to reach them:

- A. **Transparent realism**- don't pretend to be something you are not. Let your human qualities show. If something is funny laugh, if something is disappointing reflect that.
- B. **Ability to organize**- thoughts and ideas, directions and goals of the program, but remain flexible in thinking and planning
- C. **Ability to Motivate**- big challenge of coaching (practices, games, conditioning, each provide a different motivational challenge), key to learning, recognize not everyone responds the same (players and team have own personality), recognize emotion can also get in the way of performance
- D. **Dedication**- be the best, prepare, expect the best from self and players
- E. **Ability to Discipline**- firm, people need to learn to follow rules and understand the benefits associated with this behavior, develop penalty for rule violations and stay consistent
- F. **Ability to Identify Goals**- establish measurable objectives, patience
- G. **Ability to Recognize Talent**- skills alone do not indicate a player's true talent or ability to contribute, physical skills should not be difficult to recognize but challenge is finding "gamers," many drills will not serve this function, must see heart of athletes
- H. **Ability to use Available Talent**- ability to improvise, high school fit system to players, college fit players to system, camouflage weaknesses and maximize strengths

- I. **Desire to Win**- instill play to win is important in team but not life or death, lessons to be learned in winning and losing
- J. **Dislike of Mediocrity**- develop attitude that things must be done right and anything less is unacceptable, mediocrity breed mediocrity, insist on precision in everything affecting the team (you are the gatekeeper), pay attention to small details
- K. **Ability to Reason**- have well thought-out reasons for all decisions and behaviors, avoid wasting time
- L. **Interests in Individuals**- cultivate interest in develop of individuals you coach/ed, be willing to share experiences outside of sport
- M. **Respect**- be fair, hold lines between students and coaches, show respect towards opponents of team, program, sport
- N. **Enthusiasm**- enthusiasm is contagious, creates desire to win and get better
- O. **Willingness to Work**- could be a year round occupation for some, be careful not to create added work for yourself, be efficient
- P. **Knowledge of Sport**- have a thorough knowledge of all phases of sport and event, master technical, conceptual, and social aspects of activity
- Q. **Ability to Foster Pride**- pride can be a motivational tool, helps motivate people to come/ tryout or attend contests, more focus on work and preparation
- R. **Courage in Convictions**- stand up for beliefs and provide reasons for them, ability to compromise when necessary but stand strong as well, recognize not everyone is strong
- S. **Sense of Humor**- nothing helps a team or community grow more than knowing when to laugh at our own faults or mistakes, and embrace them as lifelong learning moments. Keeping a sense of humor and perspective in life is a necessary and valuable part of growth and development

Participation Fee

The collection of fees for team participation is required to help cover the costs incurred by OLVCS for the athletic program. The Athletic Council and school administration makes every effort to keep the participation fee at a reasonable level. The collection of fees covers less than half of the total budget for the OLVCS Athletic Program.

Fee waivers are available for students for which the fee poses a financial hardship. Parents/guardians wishing to have a fee waiver should contact the school principal or athletic director for details before beginning the registration process.

Fundraising

The collection of fees covers less than half of the total budget for the OLVCS Athletic Program. Thus, in order to offer quality athletic programs fundraising efforts specifically for the Athletic Program take place throughout the year. These efforts include selling items at the Hoops Concessions Stand and Trivia Night. Additional fundraising efforts may also be organized in a given year.

Parents/guardians of OLVCS student-athletes and the student-athletes themselves are expected to enthusiastically support these endeavors by volunteering and serving on organizing committees.

PIAA Sports

Our Lady of Victory Catholic School has four PIAA teams. Middle schools students in 7th and 8th grade may participate and compete on these teams. Sixth grade students may practice with the older students. These sports are soccer, basketball (girls and boys), and track and field.

Registration

To participate on a PIAA team, the following must be submitted to the school office:

- Registration Fee (\$100 for 7th and 8th grade, \$75 for 6th grade)
- Signed Concussion Awareness Sheet (PIAA FORMS)
- Completed PIAA Forms (Physical Form must be completed by certified clinician)
- Signed OLVCS Student Code of Conduct
- Signed OLVCS Parent/Guardian Code of Conduct

Maintaining Athletic Eligibility

Our Lady of Victory Catholic School strives to uphold the highest standards in academics and school-related activities, including the athletic program. For this reason, all OLVCS student-athletes must uphold high levels of character and maintain satisfactory academic standards in order to be eligible to participate in OLVCS PIAA athletic teams and club sport teams.

Academic Eligibility

Student-athletes must maintain a “C” or better average in all subjects in order to be eligible to practice and/or participate on a school-related athletic team. The Athletic Director checks grades weekly on Sundays using the online school gradebook.

First Malefaction

Any student-athlete with a subject grade lower than “C” will be given one week to improve his/her grade. Arrangements must be made and put in place. If by the following Sunday that student-athlete has not improved the subject grade to a “C” or better, he/she is indefinitely suspended from play or competition until the grade improves to a “C” or better. During that time, the student-athlete is ineligible to participate either in practice or competition with any school-related athletic team.

Second Malefaction

If a student-athlete’s grade falls below a “C” in any subject for a second time (in the same subject or a different subject), he/she is immediately ineligible to participate either in practice or competition with any school-related athletic team. He/she will not be given the one week grace period. In this case, the student will remain ineligible until the grade is improved to a “C” or better.

Failing Grades

Student-athletes who are failing (earning a “F”) any subject will be rendered immediately ineligible to participate in any school-related team until their grade improves to a “C” or better.

Detention or Suspension

If a student-athlete receives disciplinary action during the season resulting in detention or suspension, he/she may be ineligible to compete in the next contest (ie. game, meet, etc.). Specifically, students accumulating two detentions will be excluded from the next scheduled game/event. Students accumulating additional detentions/suspensions will miss one game/event for each detention/suspension.

Sportsmanship

In addition, any student-athlete who fails to maintain proper conduct on the playing field will be subject for review by the Athletic Director and Principal. In this case, the student-athlete may be suspended from practice and/or competition until deemed appropriate for return. He/she may also be subject to further disciplinary action, as is described in the OLVCS Parent/Student Handbook. Ultimate discretion lies with the Athletic Director and Principal on student-athlete eligibility for school-related athletics participation at any point.

Playing Time

The number of students who elect to participate on Our Lady of Victory Catholic School athletic teams varies on a seasonal and yearly basis. The Athletic Director makes every effort is made to schedule competitions with other area school teams which meet the expected overall ability of the participants in the OLVCS athletic program. In addition, the Athletic Director seeks to create a competition schedule which enables every participating student-athlete to have experience in competition at some time during the season.

Practices

The coaching staff is expected to help every student-athlete realize and feel that they are an important team member. No team member is to be seen or coached as more valuable than another.

It is expected that every student-athlete will be involved to his/her fullest at all practices and be involved in all non-competition events equally.

Leveled Play

Learning one's ability level is an important part of the growth process of an athlete. "A" and "B" teams for competition may be created in years which there are enough participants to field two teams. One team may field more skilled players than the other. The structuring of such teams is at the coach's discretion. Further, some student-athletes may play exclusively on one team, whereas other might play on both teams.

The coaching staff will meet with players to discuss their team assignment, playing time, and role on the team. The coaching staff will make every effort to find the "best fit" for each student-athlete according to each student-athlete's ability and goals.

Playing Time in Competition

Coaches will make every effort to give each student-athlete experience in competition during the season. However, given the variable number and skill-levels of participants equitable playing time cannot be guaranteed nor should be expect amongst all student-athletes participating on a given athletic team in a given school year. In effect this means that some students-athletes will play in more competitions than others, and some student-athletes will play for more time in competitions than others. All decisions regarding playing time are at the discretion of the team's coaching staff.

Questions on playing time should follow the communication process as outlined in the Student Code of Conduct and the Parent/Guardian Code of Conduct found at the end of this Handbook.

Parent/Guardian and Student-Athlete Behavior Expectations

The success of the OLVCS Athletic Program relies on the commitment of both the administration and faculty and staff. However, the program will only meet its philosophical and objective goals successfully through the complete buy in by both parents/guardians and student-athletes. While coaches play a huge role in the development of teams and individuals, what student-athletes hear and see from parents/guardians is of the utmost importance. The Athletic Director and Administration at OLVCS will work their hardest to ensure all goals of the athletic program are met, and parents/guardians are asked to make every effort to do the same.

The following lists the minimal expectations of student-athlete and parent/guardians as they related to OLVCS student participation in the Athletic Program:

Student-Athlete Code of Conduct

- A. Participation in extracurricular activities is a privilege, not a right, and that participation carries with it the responsibility of reflecting the Catholic faith as responsible persons.
- B. Students will comply with all rules/procedures/policies of OLVCS Parent/Student Handbook during their participation in these activities. This includes the time during travel to and from event as well as during the event.
- C. Students will abide by the decisions/directions of all adults who are supervising the activity and will not indicate objections or disagreement by any physical or verbal action.

- D. During events with other schools, students will show respect for the members of the other team/ club and their property.
- E. Students are expected to maintain a grade of “C” or better in all subjects to be eligible for participation. Students who do not achieve this level of scholarship will be excluded from participating until sufficient academic progress has been made. Administration reserves the right to waive this policy due to extenuating circumstances.
- F. Students are expected to comply with all OLVCS rules and policies. Students accumulating one detention will be excluded from the next scheduled game/event. Students accumulating additional detentions/suspensions will miss one game/event for each detention/suspension.
- G. If a student is excluded from two or more games/events due to academic or disciplinary reasons, the student’s future participation in the activity will be discussed with their parents, coach/advisor and administration.
- H. To participate in an event, a student must be present in school on the same day of the event in the last four periods. To participate in events on non-school days, student must be present during the last four periods of the school day prior to the event. (Previously excused absences may allow for participation.)
- I. All issued equipment must returned at the conclusion of the season. If not returned, student may not receive report card for the term or may not be eligible to participate in the following sports season until the items are returned or paid for.
- J. Communicate as necessary under the appropriate guidelines. It is common and accepted that you will have questions and concerns throughout the year. Please communicate these issues so problems may be resolved quickly. The following steps should be used in communicating issues or concerns.
 - a. Parent/guardian encourages student-athlete to speak with their coach privately about concerns or issues.
 - b. If there is no resolution, or the outcome is not understood, parent/guardian should contact the coach directly in a private (not publicly) manner .
 - c. If the issue is not resolved, parent /guardian should contact Athletic Director to set up a conference or meeting. The Principal will be notified and present if needed for discussion or final decision. If the coach also serves as the Athletic Director, then the parent should contact the principal directly.
 - d. Principal and Pastor will have final decision in all issues not resolved at level “C”.

- K. The standards outlined in the Code of Conduct are considered minimum standards. The coach/advisor may impose additional or stricter standards after consulting with the Administration and/or Athletic Council.

Parent/Guardian Code of Conduct

- A. Parent/Guardians should act as sources of encouragement to their children. We all have different talents and abilities. Embrace your child's ability and support them whether or not they are the team's most talented player or not.
- B. Parent/Guardians should support the coaching staff in their decisions. Our coaches will do their best to ensure your child has the best experience possible. Please do not criticize, but rather support your child's coach and encourage them to do the same.
- C. Parent/Guardians should make sure their child is at team events in a timely fashion. This includes both pick-up and drop off. Maintaining a consistent schedule and being on time is critical to the smooth operations of each team. Repeated tardiness may result in a required parent conference to implement solutions.
- D. Playing time will not always be equal. Just like in academics, student all have different abilities and talents. Encourage your child when they are in the game, and support the team when your child is not in the game.
- E. Please refrain from criticizing officials. You as a parent are representing Our Lady of Victory Catholic School as much as your child is. We encourage you to refrain from openly criticizing officials.
- F. All issued equipment must returned at the conclusion of the season. If not returned, student may not receive report card for the term or may not be eligible to participate in the following sports season until the items are returned or paid for.
- G. Communicate as necessary under the appropriate guidelines. It is common and accepted that you will have questions and concerns throughout the year. Please communicate these issues so problems may be resolved quickly. The following steps should be used in communicating issues or concerns.
 - a. Parent/Guardian encourages student-athlete to speak with their coach privately about concerns or issues.
 - b. If there is not resolve or the outcome is not understood, parent should contact the coach directly in a private manner (not publicly).

- c. If the issue is not resolved, parent should contact athletic director or principal to set up a conference or meeting. The principal will be notified and present if needed for final decision. If the coach also serves as the Athletic Director, then the parent should contact the principal directly.
- d. Principal and Pastor will have final decision in all issues not resolved at level “C”.