

St. Augustine Catholic School

Athletics Handbook



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OVERVIEW

Welcome to St. Augustine Catholic School Athletics! Through participation in athletics, the goal is that every student athlete will develop a sense of teamwork, pride of accomplishment, and respect for their teammates.

This handbook is meant to be informational for athletes, parents, and the coaching staff. St. Augustine athletic teams are school sponsored and guided by the rules of the Catholic Youth Organization (CYO), Blue Water Vicariate (BWV), and St. Augustine Catholic School.

MISSION STATEMENT AND PHILOSOPHY

The mission of St. Augustine Catholic School is to spread the good N.E.W.S by Navigating a Christian course, Educating body, mind, and spirit, Worshipping the Lord, and Serving others.

A key objective of the St. Augustine Athletic Committee is to promote school spirit and camaraderie through athletic competition, to promote sportsmanship through respect, responsibility, discipline, and teamwork, and to promote physical development and fitness through CYO/BWV school-sponsored teams. This experience will provide for safe and enjoyable athletic opportunities for our students with the emphasis on fostering a competitive and fun athletic environment.

GENERAL POLICIES APPLICABLE TO ALL SPORTS

Purpose and Function

The purpose and function of this organization will be to encourage, model, and teach sportsmanship in a learning Christian environment.

Education and Learning

The Athletic Committee, Athletic Director, school administrator, coaches, and parents must be dedicated leaders and teachers of our student athletes. Specifically, the learning and teaching objectives are as follows:

- An understanding of the game - rules, positions, equipment, offense and defense, terminology, etc.
- The importance of teamwork - how the individual player relates to the team as a whole.

- The importance of practice and preparation.
- The significance of following rules - league, team and program rules.
- Teaching and exhibiting sportsmanship.

Individual Development

Student athletes want to develop as players. Comparing oneself to another player is not as important as the student's own perception of his/her improvement. Individual development goals are as follows:

- Improve individual strength, speed, endurance, and self-image.
- Be positive rather than critical.
- Create a feeling of success and significance.

Active Participation of Parents in Sports

Parents must understand that all children physically and emotionally mature at different rates. This relates to sports as well. The following are expectations for parental involvement in our sports programs:

- Parents should choose the proper sport for their child based on age and maturity for participation, type of sport, and physical and emotional stress level.
- Parents should remember and remind their child that sports are only a small part of life.
- Parents should be positive role models - being a good sport at games, practices, and home while giving positive reinforcement to their child and support to their child's coaches.

Positive Competitive Experience

All athletes want to win. Winning is important and winning games should be an important part of the athlete's development. Losing is just as important. Losing a game doesn't make the athletes losers, but understanding how to lose is a sign of athlete maturity. Everyone should strive to win with humility and lose with grace.

Christianity and Sportsmanship

This program operates with Christ as our central focus. Each student athlete will be encouraged and called upon to recognize the needs of others, respect the rights of others, and respond in a Christian way to others including teammates, opponents, parents and coaches.

SPORTS OPPORTUNITIES/POLICIES

Fall Sports

Volleyball - The season begins in mid-August and runs through mid October with practices two (2) to four (4) times per week and one (1) to two (2) matches each week. Currently we offer 5th/6th grade and 7th/8th grade girls teams.

Cross Country -The season begins in late-August and runs through late October with two (2) to three (3) practices per week and several “meets”. Males and females in grades 4 through 8 who comprise junior varsity and varsity boys and girls teams with no cap on the number of athletes per team.

Winter Sports

Boys Basketball - The season may begin in mid November and end of March with two (2) to four (4) practices per week, approximately 10 league games and potentially tournaments. Fourth-grade participation will be allowed based on team availability.

Girls Basketball - The season may begin as early as mid November and end of March with two (2) to four (4) practices per week, approximately 10 league games and potentially tournaments. Fourth grade participation will be allowed based on team availability.

Spring Sports

Track and Field- The season may begin in April and end in May with two (2) to four (4) practices per week, and several “meets.” Fourth grade participation will be allowed based on team availability.

Practice Time Policy

Practice is valuable in an athlete’s development and attendance at practices is important and necessary. Athletes are required to attend all practices scheduled by the coaches. Athletes must contact coaches in advance if they cannot make a practice. Excused absences may or may not affect playing time and this decision is left to the coaches. Unexcused absences will affect playing time, up to and including non-participation in games.

Game Day Playing Policy

JV athletics follow the CYO/BWV stated mission of participation, which requires the coach to include all players in each game. The amount of playing time is determined by a number of factors including: attendance, work ethic, and skill level. CYO/BWV Varsity athletics are a competitive based league. The objective is to develop the student

athlete to compete at the high school level. There is NO guaranteed playing time at the varsity level.

Note: Additional practices in excess of 4 times /week are allowed prior to beginning of the regular game schedule with agreement between coaches / parents.

THE STUDENT ATHLETE

Each sport is reviewed to determine the number of teams we can enter into CYO/BWV competition at the junior varsity and varsity level. The three most important factors in this decision include the number of volunteer coaches, number of student athletes participating, and the amount of practice and game space available to our program.

- A. **Varsity** - (Typically 7th & 8th grades) The primary goal is to give more experienced athletes the opportunity to participate at a competitive level, which meets and challenges their skill level to prepare them for participation in high school athletics.
- B. **Junior Varsity** - (Typically 5th & 6th grades) The primary goal of junior varsity athletics is to promote participation and the development of athletes for the well-being of all participants.

Registration and Team Formation Process

The following outlines the registration and team formation processes for each sport:

- 1. Registration is open to all students that meet the eligibility requirements as outlined in the eligibility section of this handbook. Eligibility priority is outlined in the eligibility section below.
- 2. Determination of the number of available coaches will impact team formation.
- 3. The athletic director announces preseason information to the school community along with initial practice dates.

The athletic director must give final approval for every team's roster before submitting the roster to CYO and may consult with the St. Augustine Athletic Committee if needed.

Eligibility

- 1. First preference will be given to St. Augustine students enrolled in the present academic year who meet all eligibility requirements, and who submit valid registration information and pay to play fees prior to the established published deadline. All students meeting these criteria will be considered for teams prior to acceptance of individuals from outside St. Augustine Catholic School.
- 2. Second preference will be given to students not attending St. Augustine, but currently have siblings attending St. Augustine.

3. Third preference will be given to student athletes who are parish members of the Merciful Love of Jesus Family of Parishes and/or St. Peter's Lutheran (Richmond), who meet the following criteria and who submit valid registration information and pay to play fees.

No Cut Policy

Every St. Augustine student who desires and is eligible to play a junior varsity or varsity CYO/BWV sport that is open to students in their grade shall be allowed to play. All students who desire a place on a team will be accommodated so long as there are sufficient resources, including coaches, to provide that opportunity and registration is received by the deadline. No eligible student shall otherwise be "cut" from a junior varsity or varsity team.

Athlete Conduct Expectations

Participation

Maintain a positive attitude about yourself, your sport, your team and your school. Players are expected to give 100% effort every practice and game. Learn about your sport: attend games, read books, visit websites, ask questions, watch videos, etc. Your primary reason for attending school is to receive an education. Participating in a sport is a privilege of academic and behavioral success.

Sportsmanship

Good sportsmanship is Christian behavior. It includes demonstrating good manners and extending respect to all players, coaches, officials, parents and fans – regardless of which team they represent. Be a team player. Stay positive and lose gracefully. Positivity grows positivity. Negativity grows negativity. Respect everyone, especially officials. Parents, coaches and fans are expected to be good role models for our athletes.

Attendance

If you are absent from school, you may not attend practice or game on that day. You are expected to contact the coach if you will miss a practice/game. Please arrive at all practices/games on time. Parents are expected to arrive on time to pick up athletes after practices/games. Continuously missed practices may affect playing time.

Practices

Practices are open as long as observers are silent spectators. The presence of observers should not be disruptive. No bouncing balls when the coach is talking. All

equipment must be treated with respect. All athletes are expected to help put equipment away at the end of practice..

Games

Athletes are to remain with their team the entire game. Any athletes not playing are to keep a positive attitude and support team members on the court playing. Parents should not coach athletes on the court. Please cheer and encourage all athletes on both teams.

Playing Time

Earned by attendance, work ethic, attitude and ability. Instructional – equal. JV – increased. Varsity – not required. High School – tryouts to make team. Playing time will not be discussed before/after a game. After 24 hours, playing time can be discussed before/after practices.

Other

No jewelry at practices/games. If concerns arise, please follow the proper chain of command: Coach – AD – Principal.

Academic Requirements

St. Augustine Catholic School considers academics to be one of the highest priorities for our students. Athletics are also important opportunities to learn respect, integrity, and teamwork while building moral character. In order to support students, parents, and the St. Augustine faculty, the following academic policy will be followed. The following academic requirements must be met in order for a student to participate on any Saint Augustine's team.

Students delinquent in school work, or showing signs that participation in school athletics is interfering with academic achievement, will not be allowed to continue to participate.

Each week a list of active athletes will be distributed to the teachers, on which eligibility status is reported to the principal. A student becomes ineligible if any of the following occurs:

- his/her grade in any subject falls below a "C" average
- the student has missing assignments
- classroom participation and/or behavior expectations are not met

A student who is academically ineligible may not “dress” or attend the games for which s/he is ineligible. The athlete remains ineligible for the entire week and until

improvement is made based on teacher discretion. An ineligible student also may not attend practice during their ineligible period. If any team member does not demonstrate proper behavior in class, school, or at any game, he or she may also be declared ineligible by the teacher or principal for a minimum of one game. If a student is absent from school the day of a game or practice, s/he may not participate in the game or practice. If a student is suspended from school (including in-house suspension), s/he may not attend practice or participate in a game during the suspension.

Scholar Athlete

One eighth grade boy and girl will be selected from each sport season (Fall and Winter) as a CYO scholar athlete. Each scholar athlete will be selected by the principal and athletic director. The following selection criteria are taken into consideration when selecting the scholar athlete:

1. The nominee must have a 3.2 G.P.A. or better ("B" average or better).
2. The nominee's citizenship, leadership, and athletic ability.

Physical Examination

All student athletes participating in athletics must have a current physical examination record on file with the athletic director. Student athletes must have on file a physical form dated after April 15 of the current year, certifying that he/she is able to participate in athletics. Student athletes will not receive their uniform or be allowed to compete until a physical form is on file. Please make a note on the physical form, and notify the coach, if there are any health issues of which the coach needs to be aware. These forms will be held on file by the athletic department for the school year and will be returned upon request.

Uniforms/Equipment Responsibilities

Student athletes are responsible for all uniforms and equipment issued to them. Athletic uniforms, both practice and game, are supplied for the sole purpose of St. Augustine athletic participation. Uniforms and equipment supplied to student athletes is not to be used for any other purpose.

When the season is completed, all uniforms and equipment must be returned on the date established by the Athletic Director and/or Uniform/Equipment Manager. Uniforms and equipment should be clean and returned in the same condition it was received (normal wear and tear is excluded). A uniform deposit fee is included in the hold check required at the start of the season to secure safe return of the equipment. If the uniform and/or equipment is not returned in the same condition it was received, or not returned at all, the student athlete and his/her family will be billed for the replacement value of

the uniform or equipment less the held deposit. Any held deposit check will be shredded upon return of the uniform or equipment. Until payment for lost or damaged uniforms or equipment is received, awards and/or report cards may be withheld. Out of parish participants will have either their athletic director or principal notified. Student athletes will not be allowed to participate in any other sports until payment is received or equipment has been returned. Uniforms and equipment will not be considered returned unless said uniform/equipment is received by the Athletic Director or Uniform/Equipment Manager

THE ROLE OF PARENTS

Parents/Guardians, remember that first and foremost, any sports program is intended for the enjoyment of the game. Adult behavior should never embarrass the children, the school, or teams. Understanding the guidelines and sharing that understanding with your student athlete will provide both with a great appreciation of teamwork in competition.

Parent Volunteers

Parents/Guardians whose children participate in any St. Augustine sports program regardless of the season are required to support the general operation of the St. Augustine Athletic Committee by volunteering a minimum number of hours as determined by the Committee. The assistance needed varies with each sport. Some examples are set-up, concessions, admissions, announcing, scorekeeping, running the scoreboard, selling 50/50 tickets, team parent, coaching, and cleanup. Revenue generated from some of these activities cover the cost of building and field rentals, referees, CYO fees, and equipment.

Lenten Fish Fry Participation

The annual Lenten Fish Fry at St. Augustine is the primary source of funding for the St. Augustine Athletic Program. Parents/Guardians whose children participate in any St. Augustine sport regardless of the season are required to support the general operation of the St. Augustine Athletic Program by volunteering for two shifts during the fish fry season. Non-instructional league athletes are required to work one shift.

Parent Informational Meeting

At the beginning of the season when requested, parents will be required to attend an informational meeting for each sport in which their student participates. The purpose of this meeting is to learn expectations for the season along with schedules, establish a means of communication, and meet the coaches.

The Spectator

The parent, as a spectator or in the company of additional spectators, has a responsibility to support athletics under the guidelines as follows:

1. Remember that you are at a contest to support and cheer for your team and to enjoy the skill and competition, not to intimidate or ridicule the other team, fans, or officials.
2. Remember that CYO/BWV level athletics are learning experiences for students and mistakes are part of the learning process. Praise the student athletes in their attempt to improve themselves as students, as athletes, and as people; just as you would praise a student working and striving in the classroom.
3. Learn the skills and rules of the game, so that you may understand and appreciate why certain situations take place.
4. Show respect for the opposing players, coaches, spectators, support groups, and officials. Treat them as you would treat a guest in your own home.
5. Refrain from making any kind of derogatory remarks to your opponents during the game.
6. Respect the integrity and judgment of game officials. Understand that they are doing their best to help promote the student athlete and admire their willingness to participate in full view of the public.
7. Recognize and show appreciation for an outstanding play by either team.
8. Be a positive role model through your own actions and by censoring those around you at events whose behavior is unbecoming, inappropriate, or distracting.
9. Any parent that fails to abide by these guidelines will be reported to school administration and may not be allowed to attend future games/meets.

ST. AUGUSTINE ATHLETIC COMMITTEE

The Athletic Committee is comprised of the following positions: Principal, Athletic Director, President, Communication Coordinator, Financial Coordinator, Uniform/Concessions Manager, Fish Fry Coordinator and At-Large members.

Committee members must be the parent or guardian of at least one child that is currently attending or an employee at St. Augustine Catholic School.

Principal

The Principal will work in conjunction with the St. Augustine Athletic Committee members and all other stakeholders to uphold the mission of the school and the St. Augustine Athletic program. The Principal's essential functions are, but not limited to:

1. Provide oversight and direction to the Athletic Committee.
2. Provide relevant information gained from communication/meetings with other schools.
3. Assist in conflict resolution amongst coaches, parents, and all other stakeholders if necessary.

Athletic Director

The school Athletic Director is responsible for the overall coordination of the school Athletic program. The St. Augustine Catholic School Athletic Director essential functions are:

1. Disseminates CYO/BWV sports information to the school.
2. Recruits qualified coaches for all teams.
3. Represents the school in league meetings.
4. Ensures that the philosophy and rules documented in this handbook are followed in conjunction with the principal.
5. Organizes the school athletic program and/or recruits volunteers to support functions including: registration, equipment, first aid supplies and uniforms, schedule practice facilities, distribute league schedules to all coaches.
6. Promotes the St. Augustine athletic program in the school.
7. Coordinates the overall St. Augustine Athletic budget with the principal and the treasurer.
8. Coordinates off campus practice facilities.
9. Ensures that all athletes have required medical forms and fees handed in with support of office staff.

President

The President is an annually elected volunteer position. The President's primary focus shall be on leading the St. Augustine Athletic Committee.

1. Hosts a parent informational meeting with the principal/Athletic Director regarding policies, season, rules and expectations.
2. Support communications in partnership with the Athletic Director including, but not limited to updating St. Augustine approved media.
3. Coordinating and scheduling the annual Athletic Banquet.
4. Maintaining ongoing communications with other school committees.
5. Sets agenda for athletic committee meetings.

Treasurer

The Treasurer is primarily responsible for the ongoing stability of the St. Augustine Athletic Department budget.

1. Receives last year's income/expense reports and is given the budgeted amount for athletic activities for the upcoming year.
2. Drafts income/expense projections for the upcoming year. Submits projected income/expenses to the principal and athletic director for review and identify any large items/projects requiring financial support.
3. Collects all uniform deposits prior to the distribution of uniforms to team members, holds the deposits until all uniforms have been returned and inspected, returns deposits to Athletic Director for shredding.
4. Coordinates collections of "pay to play" funds.
5. Meets with the Fish Fry Chairperson to review and discuss revenue and expenditures from annual Lenten Fish Fry.
6. Meets regularly with the principal and athletic director to review budget status.

Communications Manager

1. Record minutes of monthly Athletic Committee meetings.
2. Coordinates and manages the SportsYou platform by setting up team pages, assisting with messaging, and helping members join.
3. Sets up volunteer positions in Track It Forward for all team jobs and fish fry. Approves hours for parents after they work these positions.
4. Assists with any other communications or flyers that need to be distributed.
5. Provides or gathers information and photos to be shared in the Saints Weekly.
6. Creates certificates for the annual banquet.

Uniform/Equipment Manager

The Uniform/Equipment Manager is responsible for the overall coordination of the school CYO uniforms and equipment for the sports programs.

1. Maintains equipment and uniform inventory.
2. Coordinates uniform checkout and check in with Team Coaches and keeps track of athletes and assigned uniforms.
3. Coordinates equipment distribution with Team Coaches.
4. Reviews equipment and uniform condition and provides feedback to the athletic director.
5. Schedules and coordinates picture day for all teams and communicates the dates to parties involved. This includes reserving the parish hall if needed.

6. Coordinates uniform return and keeps track of athletes and the condition of assigned uniforms when returned.

Concessions Manager

The Concessions Manager is responsible for the overall coordination of the school concessions at St. Augustine home sports events. The Concessions Manager may recruit and designate parent volunteers for assistance with maintaining inventory..

1. Maintains concessions inventory and oversees purchases.
2. Makes all purchases for upcoming home games and submits necessary reimbursement forms through the office.
3. Coordinates the setup of the concession area prior to all home games.
4. Reviews inventory to determine upcoming purchases.
5. Coordinates with Communications to recruit parent volunteers for working concessions during home games.
6. Coordinates all cleanup efforts after all home games. This includes tallying admission receipts and concession receipts.

Fish Fry Chairperson

The Fish Fry Chairperson is responsible for the overall production of the Lenten Fish Fry and will be supported by the entirety of the athletic committee in securing volunteers and participation from all involved with the Athletic Committee.

At-Large Members

At-Large members assist the committee by attending meetings, providing ideas, and supporting athletic functions.

COACHES

All coaches should be familiar with the rules and regulations as set out by Archdiocese of Detroit CYO/BWV. Each level of competition requires different degrees of instruction, compassion, and understanding. An athletic program is an educational experience for children and a learning period in their lives to guide them as they grow.

Final coach selections will be approved by the athletic director and principal. The recommended coach list will be made according to the criterion as follows:

1. Knowledge of the sport fundamentals and rules.
2. Coaching experience.
3. Ability to communicate and interact positively with children.
4. Time availability and dependability.
5. Ability to communicate positively with parents.

6. Fairness to all children and the program.
7. Ability to follow rules.
8. Post season parent feedback.

While we appreciate the time commitment a coach invests, there is no guarantee that a coach will be selected to coach the following year based on the previous year's coaching. The above criteria will determine coach selection from year to year. All coaches will be required to complete Protecting God's Children training, complete a background check, fingerprinting, and be CDC concussion trained.