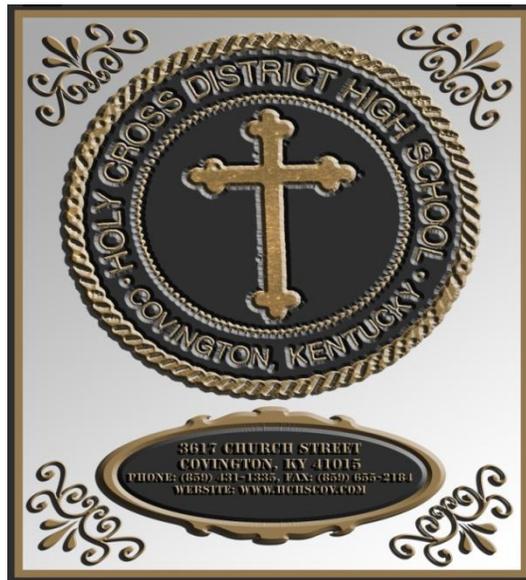


Holy Cross District High School



Athletic Handbook
School Year 2018-2019

Philosophy

Christ is our supreme teacher and we are called to follow his example in all aspects of our lives.

Holy Cross High School's mission is focused on setting high expectations for students; demanding everything students can give and accepting nothing less. Our philosophy is that all students, despite varying ability, are capable of satisfying these high expectations given personalized education, small class sizes, and a layered curriculum that meets needs at all academic levels. For this reason, we have adopted the motto, "No Size for All+", which symbolizes our efforts, through our diverse academic and co-curricular programs, to give students the opportunity to achieve academically, to excel athletically, and to participate in numerous clubs and organizations. While Holy Cross is small in size, it is large enough to offer programs and services found at much larger schools. Meeting the needs of all students is our commitment.

Education:

Holy Cross has a strong educational program geared to meet the needs of all its students.

Diversity:

Holy Cross is proud of its diversity in accepting all of its students and challenging them to grow in acceptance of themselves and others.

Family:

Holy Cross is a caring family of teachers, staff, coaches, parents, and students not only of the present, but also the past, building together the future of Holy Cross.

Religion:

Through the call of Jesus in loving service to one another, Holy Cross stresses dedication to a vibrant faith-life through programs of service, community worship, spiritual days of reflection, and traditional instruction in the faith.

Holy Cross High School **Fan's Code of Conduct**

1. I hereby pledge to provide positive support, care, and encouragement for our children participating in sports by following this Fan's Code of Conduct.
2. I promise to help our children enjoy the sports experience by doing whatever I can; such as attending as many games as possible, being a respectable fan, working concessions/gates etc., or sharing in transporting our children to and from practices.
3. I realize that a child's playing time is determined by his/her awareness of the game, his/her ability, his/her maturity and the coaching staff's evaluations.
4. I will expect our children to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability.
5. I will encourage good sportsmanship by demonstrating positive support for all players, opponents, coaches, and officials at every game, practice or other sporting event.
6. I will place the emotional and physical well-being of our children ahead of my personal desire to win.
7. I will support coaches and officials working with our children, in order to encourage a positive and enjoyable team experience for all.
8. I will do my very best to make sports fun for our children. I will attempt to relieve competitive pressure, not increase it.
9. I will remember that the game is for the students-not the adults.
10. I will conduct myself in such a manner as to bring positive feedback to our athletes, our school, and our community.
11. I will refrain from undermining or spreading ill will by passing on gossip, rumors, and innuendos which would or could destroy team moral or cohesiveness.
12. I will give our children space and time after games, except for encouragement.
13. If I am traveling with the team, I know I am expected to represent HCHS in the same manner as the players and coaches.

Policies and Guidelines

Holy Cross's desire is to actualize the idea of a Christian community. Active concern for others is basic to this idea. Good manners at all times when representing HCHS are essential. When good order is disturbed or the rights of others abused, the community is weakened. Abusive

and vulgar language is contrary to the Christian philosophy. Behavior on and off the field ought to always show respect for coaches, student-athletes, opponents, officials and spectators.

Since our school's reputation is of paramount importance to us, any coach or student-athlete who acts in such a manner as to bring embarrassment or disrepute to the school may be subjected to disciplinary action, up to and including dismissal from Holy Cross Athletic programs. These actions do not have to be violations of existing laws. Since no set of policies can cover all circumstances, the administration of Holy Cross High School will make decisions on those situations that arise and are not specifically dealt with in this handbook.

1. Attendance at School

A student who is absent on the day of a scheduled extracurricular activity may not participate (practice, play, compete, perform, or attend) in that activity. Any exception to this rule must be approved by a school administrator.

Students involved in extra-curricular activities must arrive to school no later than 10:00 a.m. or are considered a half-day absent and may not participate in games or productions without the permission of a school administrator.

Sport's Banquet/Awards Night

A banquet/awards night is scheduled to honor athletes and recognize their achievements. It is the coaches' responsibility to organize and execute the Awards Night.

Booster Meetings

Athletic booster meetings are held on the third Monday of each month. Parents are invited to attend and volunteer for the honor of sports liaison. Each sport will be assigned a liaison for each level of the perspective program. The liaison will help the head coach communicate schedules, changes in times or events, coordinate gate workers, coordinate event volunteers, organize senior night and any other special event such as community service.

Finances

Fundraising

- Any fundraising on behalf of Holy Cross athletic teams, must be pre-approved by the AD and the Development Director of the school and must be supervised by the Boosters Club. Fund raising request forms are available in the Athletic Director's Office. The Principal, AD, and Development Director will review all requests and determine approval or denial.
- All funds raised on behalf of HCHS athletic teams and volunteers will be turned over to the Boosters Club. These funds will be donated to the school's programs as part of the Boosters' quarterly contribution or for a program's special request.

Team Financial Needs

- All Head Coaches will submit a yearly budget to the Athletic Director by the end of May. The AD and Coach will meet to finalize the program budget based on the funds available to the school budget for athletics.
- Any items that a Head Coach wishes to purchase outside the budget must be discussed with the Athletic Director to determine if funds are available through the school budget or the Boosters Club. Any requests of the Boosters Club will be made by the Athletic Director with the assistance of the Head Coach.
- Spirit wear items desired by the individual sports is completely separate from the financial responsibility of Holy Cross High School and its Booster Club. If the participant is keeping an item this is considered spirit wear.

Players Conduct

- A. A participant is subject to all athletic department rules and policies as outlined in the student handbook and in other sources of school policy. Participants are also subject to team rules and disciplines as outlined by the coach of each sport. The minimum standards set by the school do not necessarily meet the standards of conduct, dress and appearance expected of athletes and members of specific teams.
- B. Each coach will provide team rules to team participants and the AD setting forth those standards of training, behavior, and appearance, which are in effect for that team.** Included will be information about such matters as practice times, vacation practice expectations and personal equipment necessary for participation on that team. These requirements are not necessarily the same from team to team or from coach to coach. **This information will be furnished to participants at the beginning of the season.** Parent and student acknowledgment of these standards may also be required.
- C. Athletes who have been suspended from school may not practice or compete in the athletic program while under school suspension.
- D. Students whose behavior at an extracurricular activity poses a continuing danger or ongoing threat are subject to immediate removal from the activity.
- E. A participant in the athletic program is a representative of the school. A team member's personal conduct reflects upon fellow athletes and the school in general. Conduct which might prove detrimental to the athletic program or the school shall be considered a serious breach of discipline and may be considered for denial of participation from a team or the athletic program.
- F. A player who quits a team for any reason may not participate in another sport until the sport that he or she quit has completed the regular season.

6. Dealing with Concerns

Know what is suitable to discuss with the coach: The mental and physical treatment of your child is absolutely appropriate. So is seeking advice on ways to help your child improve. And if you are concerned about your child's behavior in the team setting, bring that up with the coach. Taboo topics: Playing time, team strategy, and discussing team members other than your child. If someone wants to share a concern with a coach, the following procedure should be followed: **Note: These meetings should never be about a coach's game planning or management!. Parents should never confront the coach at a game or practice!**

- **First**, we encourage the student/athlete to talk with the coach. If the student and parents are not satisfied after that conversation, the parent(s) should contact the coach and arrange a time when they can discuss any issues that need to be discussed. Another coach and or athletic director will be present.
- If after talking with the coach a parent feels that they need to have a meeting, the parent(s) should contact the athletic director to arrange a meeting (if in the opinion of the athletic director the meeting is deemed proper and necessary).
- If the parent(s) still are not satisfied, they may contact the principal.
- We do expect both parents and players to wait at least 24 hours to discuss athletic concerns with the coach after an issue arises at a game, practice, or other instance.
- If the parent feels that it is an emergency and their son/daughter is in danger because of the decisions of a coach. (IE. The coach is depriving the players of water), they should contact the athletic director immediately.

Again, It is NEVER acceptable for a parent to confront a coach or attempt to discuss a child's playing time right before, during, or immediately after a game or practice. It is NEVER acceptable for a parent to attempt to discuss another student's playing time or performance.

DEALING WITH REPORTED VIOLATIONS OF FAN CONDUCT

- Each report of a violation will be reviewed and investigated by the Athletic Director and the Administration with those involved being consulted.
- Any consequences will be assigned when a report is determined to be a violation and will be based on the circumstances of that violation. The consequences can involve but, are not limited to suspension or removal of attendance privileges.
- Should a parent or relative not abide by the decision of the Administration, the student's participation could be affected.

- If a fan is not directly connected to a player and will not abide by a disciplinary decision then the local authorities will be involved.

7. Dead Period

By KHSAA regulations, students may not receive coaching or training from school personnel, and school facilities, uniforms, nicknames, transportation, or equipment shall not be used during this period. The dead period runs from June 23th through July 13th every year.

8. Drugs, Alcohol and Tobacco

While participants are subject to school rules and policies regarding the use of drugs, alcohol, and tobacco, individual coaches may have team rules as well. The minimum standards set by the school do not necessarily meet the standards as set by each coach.

Substance Abuse Policy:

Extra . Curricular Policy (effective 365 days a year 24 hour a days)

All participants in clubs, activities, and athletics act as representatives of Holy Cross High School in roles of leadership, performance, and competition and are held to additional accountability. There is no off season+as far as substance abuse is concerned for participants in extra-curricular activities. The extra-curricular policy will be in effect, on or off school grounds, 365 days a year 24 hours a day. All students participating in extra . curricular activities must commit to the following additional guidelines.

If the initial violation takes place in a season in which the student is a participant, the student will be suspended immediately for a minimum of 2 events of the regular season competitions. If the entire suspension cannot be fulfilled during regular season play, the suspension will carry over into tournament play and to the next season/activity the student participates in if necessary.

If the violation occurs at a time when the student is not participating in an extra-curricular activity (this will also include the summer), the suspension will be upheld during the first sport or activity in which that student participates.

If a second offense occurs, the student will not be allowed to participate in any extra-curricular activities for the remainder of that school year.

If a third offense occurs, the student will forfeit his or her privilege to participate in extra-curricular activities at HCHS.

All violations will cause the schools substance abuse policy to be activated and an assessment of the student will be done with recommendations for treatment by the

professionals consulted. At any time during this process, a violation can be determined to be of such a nature that a student's attendance at HCHS can be in jeopardy. Additionally, the nature of the violation may also incur other school consequences that include the consequences outlined in this policy.

9. Academic Eligibility

To participate in the Holy Cross High School's Athletic program, all students must comply with the standards set forth in the student handbook.

- Eligibility reports will come out every Tuesday. If a student is failing two classes, that student will be placed on probation from that Tuesday to the following Tuesday if the next report has the student athlete failing two classes the student is deemed ineligible. During that period of time the student will not be permitted to practice or play in a game.

- If a student becomes ineligible for a second time during the same season, the student will again not be permitted to practice or play in a game for that week.

10. Gate Receipts/Concessions

All gate receipts and concession money must be turned into the high school office the day after games.

11. Leaving School Early

Students involved in extracurricular activities (ball games, drama productions, etc.) must be in attendance at school and may not leave school early. The only exception would be a doctor's appointment, college visit, or by the permission of the principal. Students on school-sponsored field trips are considered to be in attendance.

12. Religious Activities and Athletic Participation

There are to be no activities on any Sunday before 1:00. On very rare occasions there may be times when this cannot be avoided. The principal must be given advanced notice of these occasions in order to make a final decision. If this happens, arrangements for students to meet Sunday obligations must be made and activities should never create a conflict with a family's wishes for family time on this day. If a student misses due to family religious commitments the child's status with the team should not be affected in any way.

There are to be no activities from 5:00 p.m. on Holy Thursday until Easter Monday.

These most important days in the church year are to be set aside. These days are not just for attending services, but for meditating on the profundity of the Paschal Mystery. These are days

for prayer and fasting; thinking, reading, and studying about what we are celebrating, and Christian service. In truth, these days, called by the Church the Triduum, are best understood as one entity, interrupted as little as possible by mundane activities. It is HCHS's responsibility to educate and support our full community regarding these activities.

13. Communication with the Media

It is very important to players, parents, teams and the school that individuals be recognized for their athletic achievements. Therefore, coaches should regularly release information to the media via news releases and phone calls that are beneficial to the team and to individual players. The following are some guidelines:

- Call in game results to the newspapers and television stations.
- Call in statistics to local newspapers regularly. (The Cincinnati Enquirer)
- Nominate players for Player of the Week awards.
- Send news releases to local newspapers for outstanding athletic/academic achievements. All news releases should be cleared through the Development Office and the Athletic Director.
- All releases should also be sent to the Development Office for the school website and newsletters.

14. Medical Records, Physicals and Parental Consent

The Kentucky High School Athletic Association (KHSAA) requires that a record of a physical examination be kept on file for all participants in athletics. All students participating in athletics must have this record on file prior to their first practice. Physical exams are valid for one calendar year.

The parents' consent for the child's participation is also required.

15. Players of Multiple Sports

Holy Cross wants students to participate in as many school sponsored activities as possible. Coaches must do the same by allowing and encouraging athletes to play multiple sports in different seasons. Coaches should not place restrictions on players that discourage their participation in other sports and should not use such participation as a factor in their decision making process when it comes to team selection. With regard to conditioning, practice, weight training and games, the in-season sport takes priority over the out-of-season sport.

Although generally not feasible, players wanting to play multiple sports during the same season may only do so with the agreement of the coaches, the Athletic Director and the Principal. All details regarding participation in games and practices will be arranged by these people.

16. Participation by 8th Grade Students

Holy Cross allows grade school students who are students of our diocese and are committed to attending Holy Cross High School, to participate on School Sponsored Teams. The following criteria must be met in order for grade school students to participate:

1. The Athletic Director and Head Coach will determine in advance of each school year the number of teams per program and the number of participants per team. This needs to take place any time numbers are a concern.
2. A coach can request the use of grade school students in their program as long as no one is cut from the entry-level team. (If the entry level is a freshman team, no freshman can be cut; if the entry level is Junior Varsity, no one can be cut.)
3. A separate, open tryout will be held for all 8th graders who are members of a feeder pattern diocesan grade school or member of a diocesan grade school with membership of a church within the feeder pattern. Families should have an earnest desire to attend Holy Cross High school.
4. Tryouts are to be advertised at the district elementary schools.
5. A minimal fee determined by the school administration will be charged for any grade school student who makes an HCHS team.

Guidelines

- **The number of teams and participants will only change from one year to another based on unusual enrollment changes or special circumstances that affect an entire program. (i.e.: softball going from slow pitch to fast pitch)**
- **Coaches are to communicate with the Athletic Director their intention to use grade school students.**
- **The intent of the use of grade school students is so we can offer opportunities to HCHS students where the number of HCHS participants will not otherwise allow it.**
- **We recommend at least a weeks notice before tryouts are held.**
- **The fee for 2014-2015 will be \$35.00. Should the amount be an issue with the family of any grade school student, they can contact the principal or athletic director.**
- **Coaches are encouraged to allow grade school students to also play on their elementary school teams.**
- **When grade school students are going to be invited to tryout, a copy of this policy should be given to all players in the program and all grade school students at tryouts. A tryout notification sheet can be obtained from the AD.**

17. Transfer Students

By KHSAA regulations, unless one of the six exceptions has been met according to KHSAA by-laws a transfer from another high school who has participated in varsity competition in any sport is ineligible for competition for one year from the date of last varsity participation. The student may play at the Junior Varsity level. The Athletic Director should be contacted for more details.

18. Team Dress

A. Team Dress

Coaches will determine dress codes for their players. Coaches are reminded that the players and coaches are representing HCHS and a positive image of the school should be maintained at all times.

C. Team or Club Special Dress Days

1. The moderator or head coach and the administration must approve days for any team or club participants to be out of dress code.
2. These days should be limited to the teams or clubs season. Because occasions arise, we will not set a final number but we ask you to be conservative with requests.
3. All members of the team or club are to wear the same outfit as approved by the head coach and administration.

19. Extracurricular Support Groups

The rewards for being on a team include: 1) the opportunities to participate on a team, share one's talents with a community, and compete against others; 2) The privilege of representing one's school community; 3) The chance to build friendships that can last a lifetime.

Our support and love of our athletes is expressed through attendance at events, positive cheering during contests, transportation, family schedule disruptions, etc.

Too often support efforts end up constantly being bigger and better and we can lose our focus. To avoid sending a message that says our athletes' involvement entitles them to extra gifts or perks (food, apparel, or other material items), the following guidelines are to be followed.

- When possible all efforts to support athletic teams should go through the Holy Cross Boosters Organization.
- Upon request, we will make bulletin board or wall space available in the cafeteria for teams or groups to post weekly or even daily information and support messages.
- Booster or Parent Groups should select a limited number of special contests (1 or 2 regular season contests and tournament contests) to decorate lockers, locker rooms, etc. For these special events, decorations should be limited to banners and signs hung throughout the building or locker rooms to support the whole team. Individual honors, awards, gifts, or treats should be limited to end of the year banquets to honor exemplary performance, leadership, etc as determined by the Head Coach and Athletic Director. **It would be our preference that this kind of activity be left up to the Pep Club and Student Government.**
- A **single** Preseason Event is acceptable to promote team and community building.
- All events held in the name of HCHS should be held with the strict understanding that no alcohol should be available to students. All adults who consume alcohol should do so

with Jesus teaching regarding gluttony as a guideline. We are all responsible for teaching our kids how to act.

20. Workers for Sporting Events

Coaches are responsible for getting workers for their sports games. (IE . gate workers, etc.) The coaches will be dependent on parents to help fill these needs. Without volunteers athletics will get more and more expensive.

21. Overnight/Out of Town Trips

All overnight or out of town trips will only take place with the approval of the school administration.

22. Team Tryouts

- For teams that have tryouts it is implied that everyone is trying out and therefore anyone is eligible to be cut. No one is guaranteed a spot on a team that has tryouts (this includes seniors).
- Coaches have two general criteria when making decisions on team make-up.
 1. What is best for the team in general.
 2. Well being of individual players.
- All student athletes are to be given a minimum of two days to tryout for a team.
- All student athletes who have ended one season and are trying out for a sport in the next season are recommended to rest for one week. If a student athlete chooses to come out prior to taking a full week rest, their two days minimum for tryouts will begin upon their arrival. Once the student athlete begins tryouts, their option of taking one week of rest has expired unless given special permission by their coach.

23. Duties and Regulations for Game Days

- Students are to park in the back church parking lot and all handicap spaces must be saved for those with handicap stickers.

24. Alcohol/Substance Use Policy

All teams must have a written policy regarding the illegal use of substances. This policy must be in line with the schools policy and must be given to the Athletic Director and all participants.

All events held in the name of HCHS should be held with the strict understanding that no alcohol should be available to students. If the focus of the event is the students, no alcohol should be present (eg: team celebrations). No alcohol is to be consumed at any KHSAA sanctioned event. This includes tailgate parties which may be held on the site of the KHSAA sanctioned event.

Anyone who has consumed enough alcohol so as to impair them in any way is not welcome at any HCHS functions, home or away.

25. NCAA Clearinghouse (NCAA Division I or II only)

Any student athlete who is concerned about being eligible for playing NCAA athletics in Division I or II must register with the NCAA Clearinghouse in order to be declared eligible and participate. Additionally, you need to be aware that there are requirements for the Clearinghouse. Some courses may not be acceptable for meeting core course requirements. If you are concerned, you need to meet with the Senior Counselor to get all the necessary information. As we are not aware of students who are receiving interest from colleges for athletics, we cannot track these situations until the student athlete brings it to our attention.

26. Athletic Competition Prayer

Whenever there is a home competition and there is a PA system, we should pray as a community. The following prayer can be used if other arrangements aren't made for praying.

Lord Jesus,

We welcome your presence here among us and your spirit of love alive in our community of Holy Cross High School. Today we gather to represent our school. Share with us your spirit of peace and love for one another. Bless us with a team spirit of good will, both for ourselves and the team we will face in the game.

Help us to be the best we can possibly be, to strive not so much to win, as to play fairly and well. Draw us close together as a team and a group of friends who reflect your spirit of love. We ask this in your name Lord Jesus.

29 Ways to a Better Experience as a Parent of an Athlete at Holy Cross High School

1. There is a reason that student comes first in %student athlete+.
2. Respect the game.
3. Be a student of the game. Learn the game. Study its history. Love the game.
4. Never verbally abuse an official.
5. Being a spectator at an athletic event provides you with an opportunity to reveal your character.
6. Let your child's coach, coach.
7. Don't be too hard on your child, but don't let him or her have a free ride.
8. Encourage your child's teammates-even if your child doesn't play.
9. Tell the truth at all times.
10. You love your child very much, he/she doesn't know more than his coaches. Neither do you.
11. Don't make excuses for your child. Don't let him/her make excuses.
12. Life is not fair.
13. Be passionate about your son's or daughter's TEAM.
14. Learn to appreciate routine play done to perfection.
15. Show your child how to strive to win within the rules of the game.

16. Help your child accept his/her role on the TEAM.
17. Show your child how to say thank you.
18. Body language screams. It never whispers.
19. Coaches owe you honesty. Be honest with them.
20. Encourage your child to hustle. It doesn't take any talent to hustle.
21. Show your child how to learn from mistakes.
22. Games are supposed to be fun. Hard work doesn't change that. Winning and losing doesn't change that.
23. Your child doesn't have to be a great athlete to be a good player.
24. Let your child have his/her life. It is not your team or your game.
25. Show your child how to compete.
26. Encourage your child to play the game rather than play to the fans.
27. Learn the difference between a right and a privilege. Teach the difference to your child.
28. You cannot change what you did yesterday, but you can change what you are going to do today.
29. Teach your child humility. The spotlight is never too small to share.

A Letter from a Senior Athlete:

Dear Mom and Dad, My senior year is finally here. I know we both had dreams of playing beyond high school, but the reality is, this is probably my last year in organized sports. Thank you for all you did to help me get to this point. You were always there to drive and pick up from practice, buy me the equipment, pay the fees, come to the games, push me when I needed it, pick me up when I was down. You allowed me to play so many different sports! Thanks for the encouragement, advice and support. You have done your job well.

Now, it is my time. I'm glad you still like to watch me play but I've got this. Please see this season from my viewpoint so our memories are good. I know you have always wanted what is best for me – Here are some of the things that I have learned from sports and what I need from you this season. The team comes first – I have a role on the team that may not seem important to you, but it is important to me and the team. It is not just about me – it is about US – please focus on the team and stay positive, just like you have always told me. I want the relationships I have with my coaches and teammates to last a lifetime.

Our coaches are the people I need to trust and listen to - Our coaches do a great job of instilling team values in us, to put aside any selfishness in favor of our common effort. If any of us are unhappy about our playing time, the position we're playing, or the way we're being treated, they want us to come to them and talk about it. There have been times when you have disagreed with the coach but at this level they spend so many hours preparing for practices, watching game film, attending clinics, they know what they are doing. Sometimes I think our coaches spend more time with us than with their own families. During the season, I have more interaction with them than anyone else in my life. Please show me respect by

letting them coach me and letting me trust them. Please thank them for their time and effort to help all of us.

For sure, there will be problems this season. When they come, I will talk with people involved. Because of the strength and training you have given me...I can handle it. The truth is, our coaches are teaching us the same lessons you two have taught us growing up – work hard, be unselfish, be accountable, have courage, discipline yourself so others don't have to, lead and follow, earn the right to be confident, be humble in victory and gracious in defeat, not everything is going to be fair but we can always be strong. They are doing it in a public, emotional arena and it is not easy.

We will work to be as good as we can be - Please let that be good enough. Being with my teammates and striving toward a goal should be some of the best days of my life. Please help me keep the joy in playing.

I always want to make you proud of my effort and character. Let me have this time to show you who I have become. Here's to a great season. I Love You