

IMMACULATE CONCEPTION SCHOOL
409 PALMER RD.
COLUMBIA, ILLINOIS 62236
618-281-5353

Mission * Community * Service

REVISED March 2020

Immaculate Conception School Athletic Committee

Goals and Mission Statement

1. The interscholastic athletic program at Immaculate Conception School is composed of school teams, and is offered for all students at ICS.
2. The goals of the athletic programs are to bring out athletic talent of the students, build character, promote teamwork through participation in sports activities, and develop a positive Christian attitude.
3. It is understood that the success of athletic programs and activities at ICS require the cooperation of the pastor, principal, school board, athletic director, soccer coordinator, athletic committee, coaches, parents and players.
4. The athletic committee has the responsibility to enforce the Diocesan policies, rules and regulations set forth herein with the school board's direction.
5. The athletic committee seeks to meet its goals by adhering to the same policies of ICS that apply to academic teams and clubs (i.e., Science Olympiad, Math Teams, Scholar Bowl and Speech Team) which prepare students for the competitive world that lies ahead of them.
6. That the hiring and disciplining of coaches shall be the responsibility of the principal, athletic director, soccer coordinator, and athletic committee.
7. The athletic director, soccer coordinator, and principal will have the discretion to determine the size and composition of each team, based on the recommendations of the athletic committee and the approval of the school board. All teams added will play based on gym time, other teams, etc.

**PLEASE FILL OUT THE LAST TWO PAGES OF THIS INFORMATION
AND HAVE YOUR CHILD BRING TO SCHOOL AND GIVE IT TO THE ATHLETIC
DIRECTOR**

Athletic Committee

The Immaculate Conception School Athletic Committee is authorized by the pastor, principal, school board and athletic director to develop athletic policies, make recommendations to the school board, and to address the concerns of parents regarding their involvement in school sports programs and activities.

The athletic committee shall consist of the athletic director, soccer coordinator, two parents and two school board members. The committee shall have a chairperson and secretary to be designated each school year by the committee members.

Coaches' Responsibilities

All coaches of ICS athletic teams should know and abide by the Diocesan policies, school policies and the athletic policies set forth in this handbook. They must treat all players, parents and officials with respect. They should strive to ensure that all players have an opportunity to learn the game, self-discipline and responsibility and the rewards from athletic competition.

The coaches should ensure that the good name of ICS is held in high esteem by the actions of themselves, the players, the parents and the fans. Coaches should remember always that the safety of the players and maintenance of the school's excellent reputation are more important than the outcome of a game.

Coaches will be required to attend the Diocesan "Win the Prize" program, the Child Protection Training program, and any organizational meetings held by the school and diocesan athletic directors.

Player Responsibility

1. Obey rules as stated in the players policies for both games and practices.
2. Adhere to the rules and policies of the diocese and school concerning grades and conduct.
NOTE: A player must be in attendance at the end of the school day in order to play that night, unless officially excused. If the student is not present at school on Friday, the parent will make the decision as to the player's presence at weekend contests.

Parents' Responsibilities

1. All parents without exception are required by the Diocese to attend a group meeting every year. At this meeting, which will be held either during the summer or before the start of each sport's season, the parents may ask questions and discuss the upcoming sports activity.
2. Parents are expected to work at home games when scheduled and share the driving to away games when they are available.
3. Parents are responsible for the proper care of their child's uniform. If the uniform is lost or returned damaged, the parent must assume the replacement cost. No new uniform will be issued until payment is received.

UNIFORMS MAY NOT BE ISSUED TO ANY PLAYER UNTIL: 1. Athletic physical is on file. 2. All fees are paid. 3. Uniform of previous sport has been cleaned and returned. 4. The permission slip and insurance information is on file. 5. The parent has attended one of the parent meetings.

4. There is a financial expense for a child to participate in games and sports activities including shoes, practice clothing, travel expenses to away games and related expenses. Parents are responsible for their own child's shoes and clothing and should be willing to share in transportation of players to games.

5. The fees to play sports at ICS are as follows:

A. **\$25.00 family registration fee** which is a yearly fee to be in any or all sports for all members of the family.

B. **\$20.00 participation fee per child per sport.**

Example: the Jones family has three children. All play soccer, one boy plays basketball and one girl plays basketball and volleyball. Total bill: \$25 registration fee, \$60.00 soccer, \$20.00 boys basketball, \$20.00 girls basketball, \$20.00 girls volleyball or \$145.00.

C. THESE FEES (EXCEPT FOR TRACK) ARE TO BE PAID AT THE TIME OF REGISTRATION IN APRIL OF THE PREVIOUS YEAR. ANY STUDENT SIGNING UP FOR A SPORT, AND THEN NOT PLAYING, WILL **NOT** BE REFUNDED THE FEES. ANY STUDENT SIGNING UP LATE FOR A SPORT **WILL BE CHARGED AN ADDITIONAL \$15 LATE FEE.** If a student is asked to play after sign ups to help fill out a roster, there will be no late fee charged. If a player is injured before the season and unable to play, the fees will be refunded.

If anyone has financial trouble with paying the fees, they should contact the principal and arrangements will be made.

6. Parents are responsible for reading the athletic committee handbook, signing the form in the handbook acknowledging the parent has read the handbook and returning the signed form to the athletic director. Any parent who does not sign and return the form will **waive their right** to complain to the coach, athletic director, the athletic committee or the school board.

6A. Parents are required to provide proof of physical exam to be kept on file at the school, the permission slip allowing their child to participate in sports, and provide insurance information. These forms must be on file before the student may receive a uniform.

7. The school board, athletic director, principal and athletic committee reserves the right to refuse to allow any player to participate in sports activities by the parents' failure to adhere to **ALL** the rules set forth above.

8. The parent should be familiar with the policies set forth in the athletic committee handbook, the ICS school policies and the Diocesan policies on schools and athletic activities. Any parent who wants to obtain information on these policies has the obligation to contact the athletic director for an explanation of the policies.

9. Parents should be Christian fans. This means cheering for our players and not against opponents. Referees are subject to criticism but should not be ridiculed or be subjected to verbal abuse. Parents should reserve judgment on a referee's call. **Their unsportsmanlike conduct not only reflects poorly on ICS, but is also a bad example for all our children.** Supervision of other children would also be appreciated.

The athletic director, coaches and soccer coordinator work hard to make sure that they and the ICS players represent ICS in a Christian manner. The parents should do the same and set a proper example for their children.

10. **Note to parents:** A seventh grader must play on the 8th grade team to receive a varsity letter at the athletic awards night. All eighth graders on any team or in any activity will receive a letter.

Player Movement and Team Composition

Team composition will be decided by the principal, athletic director and soccer coordinator.

Player movement will be decided by the principal, athletic director, soccer coordinator, and coach, in conjunction with an observing panel. The movement of players will be dictated by the amount of players, and the skill level of those players, for each team. The players will be placed on teams according to skills observed in try-outs. Parent approval is required to place any lower-grade student on a higher-grade team.

FOR SOCCER: Grade 8 and 6 teams only play in the diocesan tournament:

- o If either grade 8 or 6 does not have enough players to field a team then players from the grades below will be moved up to fill the team
- o **If there are enough players from both grades to make two teams**, players moved up will be based on try-outs, and those players moved up will play only on the upper grade team. All 8th and 6th graders will be on their respective teams, with the additional players coming from the grade below.
 - o Try-outs will be conducted by the coaches of the two teams, the soccer coordinator, and qualified individuals observing and ranking the skills of the players. The movement of the selected players will be agreed upon by the coaches, the soccer coordinator and athletic director.
 - o **If there are NOT enough players for two separate teams**, but too many players for one combined team, the "rotation" system will be used. This system will divide the lower grade into equal talented groups that will be rotated up to help the upper grade team. The lower grade will still have its own team with all players participating in that team's games. During the season, the coach of the upper grade team, the soccer coordinator, and anyone he deems qualified, will choose players that will be asked to help with the upper grade team in the diocesan tournament.
 - o No player will be moved up without the permission of their parents.

If Grade 7 and 5 is short of players to field a team:

- o Players from the 8 or 6 teams will rotate down to play with the 7 or 5 team in order to play the games
 - o No 7 or 5 games will be played at the same time as the 8 or 6 games (if possible)
- Grade 7 and 8 or 5 and 6 will combine only if needed to field ONE team in that division because of numbers of players.** It has been decided on by the athletic committee that 14 players is the number needed for a grade's own team.

For INDOOR SPORTS: For classes with too many students for one team, tryouts will be held. Players will be chosen for each team by a neutral party which will not include any family member of a student on the proposed teams.

When two (2) teams are necessary, the "A" team will be made up of the more talented players. Players on the "B" team will be eligible to progress to the "A" team. Both teams will be scheduled for as many games as possible.

If there are not enough students to make two (2) teams, but too many for one team, a Red, White & Blue roster will be created. The Red team will be formed with the more talented players and will go to all games. The White and Blue teams will then rotate from game to game to ensure that all subs have every opportunity to play. Again, the players on the White and Blue teams will be eligible to progress to the Red team.

The objective is to give all students an adequate opportunity to participate. The entire 6th Grade team is invited to the Diocesan Tournament. Students may not get equal playing time, but all members of the team will participate in the games.

Playing Time

In accordance with the Diocesan policies, all coaches of Immaculate Conception School's interscholastic athletic program will see to it that each player is given an adequate opportunity to participate in all practice sessions. It will also be the intent of the coaches to play as many players as possible in games, but, on **7th and 8th grade levels**, there is no guarantee that all players will play in all games.

In grades K-4, playing time in games will result from attendance at practice, being ready to participate, and doing what the coach says, both at practice and games. This will be done in compliance with team/school policies.

In grades 5-6, playing time will result from attendance at practice, working hard to improve skills, and doing what the coach says. According to diocesan policy, all players in the 5th and 6th must appear in the games at which they are present.

In the 5th grade, all players will play in at least 25% of each game (including tournaments), provided they have adhered to the rules stated below.

In the 6th grade, all players will appear in games provided they have adhered to the rules stated below.

The coaches for the 5th and 6th grade teams will strive to get more playing time for all players, but they will still make the final decision regarding playing time based upon the players following the rules set aside in the school's sports policy (players' attitude, cooperation, skill, and attendance at practice and games).

In grades 7-8, the coach will give each player the opportunity to participate in practice, and in as many games as possible, "dependent upon a coach's evaluation of an individual student's ability, attendance, attitude, and behavior at practice and games" (Diocesan rule 8A).

For **ALL TEAMS**, if a player misses practice or games for an unexcused reason (detention, forgetting, not having proper equipment, practicing or playing games for a non-school team, etc.) the playing time **WILL** be shortened. If a player misses practice because of illness, the playing time **MAY** be shortened, depending on when the player missed and their physical health when they return.

If a player misses an ICS game for a select/club team practice or game, that player will be required to sit out at least the first half of the next ICS game.

At the beginning of the season, the team's Coach will establish and inform all players and parents of the consequence for missing an ICS **practice** for a select team practice or game. This consequence is to be implemented equally to all players regardless of their team level. This consequence will affect that student's playing time at the next ICS game. All issues related to our athletic program submitted to the Principal or Athletic Director will also be forwarded to the President of the School Board.

For all teams, the coach will attempt to foster one's self-esteem by putting them in situations where they can contribute to the success of the team. In order to preserve self-esteem, the coaches should not put players into situations they cannot handle, such situations being determined by the coach, based on the players' performance at practice and games.

Grievance Procedure for Parents of Players

1. The parent shall first attempt to resolve the problem with the player's coach, following the **24 hour waiting period**.
2. If the parent cannot resolve the problem with the coach, the parent shall attempt to resolve the problem with the athletic director and/or the soccer coordinator.
3. If the parent cannot resolve the problem by step #2, the parent shall make the complaint in writing to be submitted to the athletic director. The written complaint will then be reviewed by the athletic committee which will decide how the issue should be resolved. The athletic committee has the discretion to hold a meeting with the parent and coach in its effort to resolve the matter.
4. The principal should only be contacted after ALL of the above procedures have been followed.

Academic Policy Prior to a player's loss of playing time in any game or sports activity due to academic performance, a meeting shall be held between the principal and the player's parents to review whether restrictions will be placed on the player. The procedure will be as follows:

1. Parents will receive notification of failing grades from the principal or designee, delivered by the student.
2. It is the responsibility of the parent to contact the principal and set up a meeting within 7 days.
3. On the 8th day any restrictions will be up to the principal.
4. If it is determined that the failing grade cards and letter were not presented to the parents, the student will be immediately suspended for two weeks from the date of the determination.

Any disagreement between the principal and the parents may be addressed to the athletic committee in accordance with the grievance procedure set forth in the handbook.

Parents' Agreement

Please sign and return

As a parent of a student participating in the ICS athletic program, I agree to:

1. Read and adhere to the policies in this handbook.
2. Provide a current physical report, permission slip, and insurance form before my child can participate in any game.
3. Pay all registration and participation fees before my child will receive a uniform.
4. Attend the parent meeting each year before my child receives their uniform.
5. Review the grievance procedure and follow the steps outlined.
6. Read the player responsibilities policies, and encourage my child to follow them.
7. Assume replacement costs of damaged or lost uniforms.

SIGNED _____

Interscholastic Athletic Form for ICS

The undersigned, the parent(s) or legal guardian of

_____ (name of student-grade) _____ (name of student-grade)

_____ (name of student-grade) _____ (name of student-grade)

give the student(s) listed above permission to participate in the interscholastic athletic program at ICS for the school year_____.

We also attest that the student(s) is insured with

_____.
(name of insurance company)

The undersigned further agree that they will not hold any of the Indemnified Parties liable for any doctor's fees, hospital charges or expenses arising out of or incurred as a result of or in connection with student's involvement or participation in any parish school or parish sponsored athletic program or activity.

In case of emergency, the home phone is _____, the work numbers are _____

(father's work) (mother's work)

Signed _____ Date _____

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Athletic Activities

Consent and Medical Treatment

I/We, the parent(s)/guardian(s) of _____ request that Immaculate Conception School allow my son/daughter to participate in_____.

In consideration for allowing above named student to participate in this athletic activity, we hereby release and save harmless the School and all its' employees from any and all liability arising to my/our son/daughter as a result of participation.

We further authorize any emergency medical treatment, including hospitalization, that may be necessary as a result of any accident or injury arising from participation in the above activity and assume responsibility for payment thereof. We understand that this authorization is in advance of any diagnosis and is given as authority to render any treatment deemed necessary.

Parent(s)or Guardian(s) signature(s)_____

Date: _____

Student Information

Name:_____ Birthdate:_____

Name:_____ Birthdate:_____

Name:_____ Birthdate:_____

Name:_____ Birthdate:_____

Phone Number:_____

Special Medical Needs:_____

Father's Name:_____ Mother's Name:_____

Work Phone Number:_____ Work Phone Number:_____

Insurance Company for Hospitalization:_____

Policy Number:_____