

OUR LADY SCHOOL



ATHLETICS HANDBOOK

ATHLETIC PHILOSOPHY OF OUR LADY SCHOOL

Our Lady School desires to establish an athletic program (the “**OLS Athletic Program**”) designed to foster a Christian spirit of sportsmanship, fitness, a healthy self-image, and the ability to work with others as a team. We will accomplish this through the collective effort and shared responsibility by all – parents, students, coaches, school staff and the Our Lady of Good Hope Parish (the “**Parish**”) community.

Just as Our Lady School centers its education on Christ, so it is with the OLS Athletic Program. The OLS Athletic Program is part of a faith community that collaborates with parents, students, school staff, the Parish and other interested parties to form an environment that supports a Christian spirit of sportsmanship. Our Lady School encourages both individual and team excellence and presents students of all skill and experience levels with opportunities to develop a Christian spirit of sportsmanship and foster a lifelong interest in fitness and athletics.

While Our Lady School teams strive to be competitive, the ultimate value of Our Lady School athletics is realized only if it fosters the development of the human person – both in spirit and in body – by cultivating Christian character, strengthening personal integrity and responsibility, and promoting the pursuit of excellence in all endeavors.

The OLS Athletic Program is an integral component of Our Lady School’s goal of educating the whole child. The desired results of OLS Athletic Program participation include the following:

- To instill in the student athlete a sense of responsibility by demanding consistently high standards of behavior and making the student athlete aware and respectful of the needs of others.
- To enhance the commitment level in the student athlete by directing him or her to an acceptance of the goals of the team and an appreciation of the needs of his or her teammates, coaches, opponents, and officials.
- To nurture unselfishness in the student athlete by requiring that his or her actions on and off the playing field be consistent with the goals of the team as a whole and not be directed towards individual honors.
- To generate in the student athlete a willingness to sacrifice his or her time and energy towards the fulfillment of shared goals.
- To further senses of personal discipline on the part of the student athlete by demanding abstention from activities that limit his or her athletic, academic, and personal potential.

NON-DISCRIMINATION

Our Lady School does not discriminate on the basis of race, color, sex, national or ethnic origin in its admission or hiring policies, educational programs, loan or scholarship programs, athletics or any, other school-administered program.

OUR LADY SCHOOL ATHLETIC ASSOCIATION

The OLS Athletic Program will be governed by the Our Lady School Athletic Association (the “**Association**”). The Association is a volunteer committee appointed by the Pastor and chaired by an Athletic Director, also appointed by the Pastor. The Association will oversee the OLS Athletic Program by, among other things:

- Establishing, governing, and monitoring policies.
- Recommending and implementing budgets.
- Recruiting, vetting, supervising, and communicating with the Pastor, the Principal, Our Lady School Board, parents, coaches, staff, and students.

The Association will:

- Be composed of members committed to providing an athletic program that supports a Christian spirit of sportsmanship.
- Have leaders and members that are committed to the mission of the Parish and Our Lady School.
- Encourage active parental involvement that supports the day-to-day operations of the OLS Athletic Program and provides active fundraising efforts to maintain the various teams.
- Continually supervise and monitor the OLS Athletic Program to ensure that its teams meet the needs of all students at all levels of play and support the mission of the Parish and Our Lady School.

ATHLETIC POLICIES OF OUR LADY SCHOOL

General

Our Lady School offers a wide variety of sports to assist in the spiritual, physical, intellectual, and social development of its students.

Our Lady School believes that the entire Parish community – coaches, parents, school administration, and staff – play a vital part in ensuring the success of the OLS Athletic Program. It is our collective responsibility to provide the leadership and Christian environment under which good sportsmanship and fair play can prosper and have a positive impact on our children. Participation in the OLS Athletic Program is encouraged for all students.

Our Lady School believes it should sponsor teams in grades 5 through 8 that will compete with other elementary schools in the Diocese of Fort Wayne-South Bend through participation in the Fort Wayne Catholic Youth Organization (the “CYO”).

Teams composed of 5th and 6th graders will emphasize fun, development of skills, appreciation for the components of the game, and teamwork consistent with the Christian identity and the mission of Our Lady School.

Teams composed of 7th and 8th graders will build on and apply all the positive skills and experiences learned in earlier grades, consistent with the Christian identity and the mission of Our Lady School. Students at these grades will field more competitive teams, prepare for high school sports, develop lifelong affinity for athletics, and develop the desire to persevere and succeed in all endeavors.

Prayer

All OLS Athletic Program activities begin with prayer. Prior to each game at Our Lady School, the Athletic Director, Pastor, Principal, or coach is responsible for leading a prayer with both teams assembled at center court or its equivalent. Prayer will be led by coaches during team practices.

Practices

Our Lady School strives to maintain a proper balance between academics, athletics, and other extra-curricular activities. Practices should be conducted two or three times per week as appropriate for the sport and level of competition. Our Lady School athletic teams will not practice more than permitted by CYO rules. When students from Our Lady School combine with another school to form an athletic team, the policy of the sponsoring school is followed.

When school is canceled due to weather there will be no practices or games that day (regardless of how the weather is later in the day).

Coaches, parents, and teachers will work together to support our student athletes' commitment to academic success. Consequently, Our Lady School requires that no student be punished if he or

she misses a practice or game for legitimate academic or other school-related activities. Exceptions to this policy are by approval of the Pastor, the Athletic Director, or the Principal.

Playing Time

Our Lady School believes that all children who want to play should be allowed and encouraged. As children mature and develop skills in a particular sport, Our Lady School understands that stronger players, as well as players who regularly attend practices, display a positive Christian attitude, exert maximum effort, and follow the team's rules, may be given greater playing times. However, at the 5th and 6th grade level (indeed, at all grade levels), coaches should be conscious that no athlete feels left out, and athletes who are given lesser playing times should be taught that every role on the team, no matter how great or small, is important to the success of the team.

4th grade students may be permitted to participate on 5th grade teams (or 5th and 6th grade teams if they are combined) if additional athletes are desired to fill out a team. The Athletic Director will make the decision to allow 4th graders to participate after consultation with the Pastor, Principal, the student, the parents, and the applicable coach.

7th and 8th Grade Teams:

In preparing students for high school athletics, Our Lady School encourages coaches to field the most competitive team possible within the within the mission of Our Lady School. Coaches should strive to find a positive role for each and every player, including ensuring that every player has a meaningful team experience. Each player's role will be different and will result in different amounts of playing time.

An athlete who excels at a lower grade level may be given the opportunity to play at a higher grade level in order to allow the athlete to continue to improve. The Athletic Director will make the decision to move an athlete up after consultation with the Pastor, Principal, the student, the parents, and the applicable coach.

GENERAL INFORMATION

Athletic Teams

The following interscholastic sports are offered at Our Lady School. All teams compete in the CYO.

Our Lady School offers the following sports as recognized by the ICCL to students in grades 5 – 8. Cheerleading is also offered in the fall and winter.

SEASON	GIRLS	BOYS
Fall	Volleyball, Sideline Cheerleading, Cross Country,	Football, Cross Country,
Winter	Basketball, Sideline Cheerleading	Basketball, Wrestling
Spring	Softball, Tennis, Track, Soccer, Golf	Track, Tennis, Soccer, Golf

Uniforms

Uniforms for OLS Athletic Program teams are expensive. As such, we expect all student-athletes to treat them with care and to return them promptly at the conclusion of the season.

Coaches are issued a set of uniforms that are distributed to team members. At the conclusion of the season, the coach will collect the uniforms from all team members. The coach will return the set to the Uniform Coordinator.

A uniform is considered “lost” if not returned within two weeks of the end of a sport’s season. A lost or damaged uniform will result in

- A replacement fee of \$50; and
- The student-athlete will not be issued a uniform for any future sport until the uniform is returned or the replacement fee is paid.

COACHING EXPECTATIONS AND REQUIREMENTS

In addition to being teachers and mentors in their respective sports, coaches are considered to be an extension of Our Lady School and the Parish. Consequently, coaches are expected to be examples of Christ who serve as role models for student-athletes to emulate. A coach's attitude and spirituality are critical to modeling good Christian faith-based sportsmanship, both in word and deed. The careful selection of coaches is vital if the athletic program is to reflect the Mission and Philosophy of the school's interscholastic athletic program. Further, as educators, coaches should work in coordination with the parents who are the primary educators of children. Coaches must be messengers of the mission of Our Lady School and ensure that athletic programs embody the Catholic culture prevalent at Our Lady School.

Coaching Positions

The entire Parish community is welcomed and encouraged to participate and volunteer their time as a head or assistant coach at any time. If anyone is interested in coaching (or assisting the coach), please contact the Athletic Director or Principal. All current coaches wishing to continue as the coach for the following school year are required to notify the Athletic Director prior to the beginning of the new school year.

The careful selection of coaches is vital if the OLS Athletic Program is to reflect the mission and philosophy of Our Lady School. Criteria for selecting coaches will include:

- The ability to model Catholic values.
- The ability to articulate and model Our Lady School's mission and the goals of the OLS Athletic Program.
- The ability to responsibly supervise and instruct the student in his or her care.
- An understanding of the sport for which he or she is applying.
- The ability to develop the potential, confidence, and skill of each student.

Candidates for coaching positions must complete the Coach Volunteer Application attached to this Handbook as Appendix A. The Athletic Director will ultimately select coaches with input from the Association, subject to approval by the Pastor.

At the conclusion of every season, each coach will distribute a parent feedback form to all parents of the team. These forms will be returned to the Athletic Director, reviewed with the coach, and utilized in the coaching selection for the next year.

The Association will regularly monitor and evaluate OLS Athletic Program coaches. Coaches who have been negligent or deficient in carrying out their responsibilities may be removed if the Association deems that their words or actions are incompatible with the goals of the OLS Athletic Program or the mission of Our Lady School. Coaches who have been removed from their position shall not be involved in any other aspects of the OLS Athletic Program without the approval of the Pastor.

Coaching Conduct and Etiquette

Coaches are called to be models and witnesses to their faith each day and, as such, coaches are expected to uphold high standards of conduct and character in and out of season.

To foster this witness, coaches must:

- Reflect and practice Catholic values during practice, games, and off the field of play.
- Coaches will not practice on Sunday.
- Pray with the team before and after each practice and game (see additional expectations below).
- Be knowledgeable of the rules of the sport and techniques for teaching the fundamentals of the sport.
- Instruct and encourage the development of players as whole persons.
- Know, understand, and enforce the policies of Our Lady School and the OLS Athletic Program.
- Model respect for opposing coaches and athletes and instruct players on how to treat their opponents in a way that conveys a sense of sportsmanship, respect, fraternity, and fair play.
- Model appropriate respectful behavior towards all game officials, whether or not they agree with their rulings, and insist that players do the same.
- Properly supervise the student-athletes under their care.
- Communicate with parents and encourage them to support their students.

Coaches shall not:

- Use inappropriate, abusive or vile language, or to engage student athletes in inappropriate conversations unrelated to the sport.
- Berate and harass officials, opposing coaches, or personnel from other schools.
- Undermine the authority of the Pastor, the Principal, the Athletic Director, or the Association.

Coaches should never instruct or encourage student athletes to violate either the spirit or the letter of the rules of the sport or of the league.

All coaches are required to sign the Coach's Code of Ethics attached to this Handbook as Appendix B.

Safe Environment (for Coaches and other Volunteers)

It is the policy of the Diocese of Fort Wayne-South Bend that all diocesan priests, deacons, and other personnel, lay and religious, paid and volunteer, must adhere to the diocese's *Practical Guidelines for Conduct When Interacting with a Child or Young Person*.

The Diocese of Fort Wayne-South Bend requires any adult who interacts with parish or school children to submit to a criminal background check. In addition, to insure that adults are aware of Diocesan policy and philosophy in maintaining a safe environment for our children, the Diocese has prepared a video and a booklet (*Personal Conduct and Policies Manual for Volunteers of the Diocese of Fort Wayne-South Bend*) that all volunteers are required to view, read, and formally acknowledge doing so. **All coaches – head and assistants – fall under these requirements.** The required forms must be completed before the beginning of the season, and remain in force for five years.

Individuals will not be permitted to coach until a complete Safe Environment packet is on file with the Parish.

If you have not completed the required Safe Environment Education and would like to, **please contact Kelly Ley at olgh.dre@gmail.com or (260) 485-9615 ext. 107.** You will receive an email with the information and web link you will need to complete the process. If you have already completed the Safe Environment Education process, you will be contacted when it is time for your five-year renewal.

Emergency Medical Authorization Forms

Coaches must have a completed Emergency Medical Authorization Form (“**EMA**”) form for each player on his/her team. This form indicates the parents’ consent to have their son or daughter treated in case of a medical emergency. Coaches should have a complete set of completed EMAs with them at every practice and game. A copy of the EMA is attached to this Handbook as Appendix C.

Prayer

Athletic experiences play an important role in the spiritual formation of students at Our Lady School. Genuine and lasting spiritual development is only possible through careful and conscientious preparation by those in leadership positions. Coaches, as team leaders, are chosen not just to be mentors and role models for student-athletes, but also to be witnesses. Prayer should become an essential component of a team’s culture. Coaches are encouraged to build and create spiritual traditions into their approach to coaching at Our Lady School.

Holding Tryouts

Coaches shall not cut a player based on athletic ability or hold tryouts without the approval of the Athletic Director. Coaches should find a spot for everyone who shows the willingness and desire

to be a part of a team. Being a part of the OLS Athletic Program is a major component to the Our Lady School experience, and all who wish to participate should be allowed and encouraged.

Coaching Duties

In addition to serving as teachers and role models of character and faith, OLS Athletic Program coaches are expected to fulfill the following duties:

- Receive, distribute, collect, and return team uniforms and equipment.
- Plan out practices and games.
- Supervise athletes at all times until they are picked up from practices and games.
- Condition athletes properly.
- Assess athletes' readiness for practice and competition.
- Instruct properly on what to do and what not to do.
- Maintain safe playing conditions.
- Ensure cleanliness and respect of facilities.
- Provide proper equipment.
- Communicate practice and game schedule to athletes and parents.

Administrative Responsibilities

Coaches shall perform the following administrative tasks associated with their team:

- Assist in staffing of host dates with the Association and parents.
- Ensure all EMAs are completed by each team member. EMA forms must be with the coach at every practice and game.
- Fill out team rosters in the form attached as Appendix D and return to Our Lady School to the attention of the Athletic Director.
- Provide game scores to school office for announcements (email or send in with a student).
- Collect all player uniforms following the season conclusion.
 - Uniforms should be laundered, folded, and placed in numerical order. The uniforms should be returned, as a set, to the school office. Please note any missing uniforms, along with the respective player name(s) and uniform number(s).
 - Uniforms SHOULD NOT be dropped off in the office by individual players. This makes tracking the return of uniforms extremely difficult, and ultimately results in loss of uniforms.

Coaches should use the Coach's Checklist attached to this Handbook as Appendix E to facilitate the collection of forms and uniforms.

Communication with Athletes and Parents

Coaches should establish clear procedures and guidelines for communication with athletes and parents that align with the philosophy and mission of Our Lady School. Coaches should send a

pre-season communication to all parents regarding practice schedules, coaching philosophy, and expectations of players, parents, and coaches and should copy the Athletic Director on such correspondence.

During the season e-mail should be used primarily to communicate general team information, such as time and location of games and practices. Discussions of individual concerns should always be done with the student-athlete or the parents in person.

Regarding parent meetings, if a face-to-face meeting is not possible, a phone call is preferable. Before parent meetings, coaches should establish clear agendas. Such discussions should focus solely on the individual student-athlete and the specific concerns of the parents and/or coach. Coaches are not required to discuss coaching strategies, specific plays, or information pertaining to other athletes.

HEADS UP Concussion Certification

All coaches are required to complete the Centers for Disease Control and Prevention *HEADS UP Concussion in Youth Sports* certification training course. Coaches can complete the free training by visiting the following website: <http://www.cdc.gov/headsup/youthsports/training/index.html>.

At the end of the training, you will be able to print one or more copies and/or save an electronic version of your certificate of completion to your desktop. Coaches must deliver a certificate of completion to the Parish to the attention of the Athletic Director prior to the first practice for the particular sport.

STUDENT EXPECTATIONS AND REQUIREMENTS

Students and parents should recognize that participation in the athletic program is not a right of all students, but rather a privilege to those individuals who possess the attitude, disposition, cooperative spirit, and desire to represent the Our Lady School community in a favorable way. By joining the school's athletic program, a student becomes a representative of his/her team and of Our Lady School.

Eligibility

We expect student-athletes to maintain academic and behavioral standards in keeping with the Our Lady School Student-Parent Handbook (the "**School Handbook**"). These guidelines apply while on school premises, during practices and competitions, and in the public arena. Students will be considered eligible to participate in the OLS Athletic Program as long as their academic work is consistent with their personal ability. Rather than set an objective standard for all student-athletes, this determination is made on a case-by-case basis for the individual by the Principal, teachers, parents, the Athletic Director, and the Association.

If the student-athlete is deemed to be underperforming in academics or behavior, he or she will be considered "on probation." The student's progress will be closely monitored for the next few weeks to determine if further restrictions from athletic competition are warranted.

Our Lady School, the Association, coaches, and parents reserve the right to withhold a player from practice or competition for academic or behavioral purposes at any time. Communication between faculty members, students, parents, coaches, the Athletic Director, and the Association is essential. Temporary withdrawal from a team may be used as a tool to refocus a student on a case-by-case basis.

Homeschool Students

The OLS Athletic Program is also open to homeschool students in grades 5 through 8 that are active members of the Parish. Home school students are those not enrolled in public or private schools. Homeschool students must be of the age consistent with school students in grades 5 through 8. Families must be registered members of the Parish.

Participation by homeschool students will only be considered for eligibility for non-CYO sports (or “club sports”). CYO policy requires that all student athletes be enrolled students at the participating schools.

Any homeschool student must request participation to the Athletic Director each year. The Athletic Director will consult with the Pastor to determine if the homeschool student will be eligible on a case by case basis.

Student-Athlete Behavior

A student-athlete’s behavior is governed by the same rules, regulations, and procedures that apply to all students as set forth in the School Handbook. Each student-athlete representing the OLS Athletic Program is expected to demonstrate and encourage in others behaviors that reflect good sportsmanship.

Attendance:

All student-athletes must be in attendance in school on the day of practice or a game in order to participate. Please see the School Handbook for what constitutes an absence.

All student-athletes must recognize the time commitment made to a team. Student-athletes are expected to attend all practices and games. If a student cannot attend a practice or game, please make sure the coach has been notified in advance. Consequences for any unexcused absences from practices or games will be at the discretion of the coach.

All student-athletes are required to sign the Student Athlete Code of Conduct attached to this Handbook as Appendix F.

Dress Code/Uniforms:

Student-athletes are highly visible representatives of Our Lady School and, as such, are responsible for using good judgment in their overall appearance. All teams, regardless of level, have a responsibility to ensure that game attire represents the mission of Our Lady School. All

game jerseys must be tucked in. No player should make modifications to his or her uniform. Athletes shall wear school-issued uniforms and treat their uniforms with care and respect.

Uniforms must be returned to the coach at the conclusion of the season. If a uniform is not returned, parents are responsible for the cost of replacing the uniform.

Sportsmanship:

All student-athletes are expected to represent Our Lady School in an exemplary manner on and off the court or field. Student-athletes are expected to display the best of Christian courtesy and manners to all officials, coaches, opposing coaches, players, and spectators. The penalty for unsportsmanlike behavior during a practice or game will be left to the discretion of the coaches for each sport along with input from the Athletic Director and the Principal.

In extreme cases when an athlete has been ejected from a game, multi-game suspensions and dismissal from the team may be appropriate. The Athletic Director and the Principal will make the final decision following a meeting with the athlete, coach, and parents.

EXPECTATIONS OF PARENTS AND GUARDIANS

Our Lady School respects the primacy of the parents as the first teachers of their sons and daughters, and will partner with parents in the formation of student-athletes. Parents and other members of the community play a vital role in the holistic education of children including students' participation in school-sponsored athletics. Together, all stakeholders should actively work to ensure that the Catholic mission and identity of Our Lady School permeates the OLS Athletic Program.

Coaches will make decisions based on what they believe is best for the team and all student-athletes. The judgment and authority of the coach to make decisions regarding playing time must be respected. It is not appropriate for a parent to question or challenge a coach's decision regarding play calling or team strategy. It is never appropriate for a parent to discuss with a coach the status of another student athlete. If a parent has a concern and would like to discuss it, he or she should schedule an appointment with the coach.

Transportation

Transportation to and from practices and games is the sole responsibility of the parents. Please ensure that your student-athlete is on time for each practice and game and picked up promptly at the end of each practice and game.

Parental Behavior

Our Lady School expects parents to conduct themselves at all athletic events as representatives of our school – with enthusiasm, sportsmanship, and respect. Failure to do so, whether or not the behavior was cited by an official or school representative, will not be tolerated. Abusive, boorish, or obnoxious behavior will be subject to review by the Principal and Athletic Director. Parents

who exhibit such behavior at OLS Athletic Program events may be prohibited from attendance at future events.

Parents must sign the OLS Athletic Contract attached to this Handbook as Appendix F to acknowledge that they have received and read the Handbook and agree to abide by the policies and philosophies of the OLS Athletic Program.

APPENDIX A Coach Volunteer Application

Name: _____

Address: _____

Phone Number: _____ Email: _____

SPORT	BOYS	GIRLS	GRADE	HEAD	ASST.
Volleyball		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Cheerleading		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Football	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Cross Country	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Golf	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Basketball	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Wrestling	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
Softball		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Track	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Tennis	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Soccer	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

If you have not coached in the OLS Athletic Program, please complete the following:

Briefly state your coaching experience and knowledge of the sport.

Briefly state your experience with youth activities.

Please add anything about you or your experience that you believe the Athletic Association should know to assist in making a decision.

Do you have or have you had children attending Our Lady School? Yes No

What do you see as the priorities of coaching this sport at Our Lady School?

What is your involvement with Our Lady of Good Hope Parish?

Parishioner? Yes No

Years at the Parish: _____

Previous Parish if less than one year: _____

Have you completed the Diocesan Safe Environment Training? Yes No

If yes, at which parish? _____

Please provide at least two references including contact numbers:

1. _____

2. _____

APPENDIX B

Coach's Code of Ethics

I hereby agree to provide positive support, care, and encouragement for all students participating in the Our Lady School Athletic Program (the “**OLS Athletic Program**”) by following this Coach's Code of Ethics (the “**Code of Ethics**”). This Code of Ethics will facilitate adherence with Christian principles.

1. I will start each game with a prayer and model Christian values throughout any game or practice.
2. I realize that as the coach I set the tone and give direction to my team. My position must be viewed in the context of ministering to youth.
3. I will lead my players, by example, in demonstrating the Christian values of self-restraint, fair play and sportsmanship toward my opponents and game officials.
4. I understand my obligation to maintain proper conduct at all times because of the great potential that I have to be a positive influence on young people.
5. I will encourage each player to be a responsible and active member of the team, parish, and community.
6. I will place the spiritual, emotional, and physical well-being of my players, as well as their educational obligations, ahead of any personal desire to win.
7. I will treat each player as an individual, remembering that each is at a different level of emotional, physical, spiritual, and psychological development.
8. I will do my very best to provide a safe playing environment for my players.
9. I will do my best to organize practices that are fun and challenging for all my players. I will do my best to schedule these so as to not interfere with other parish activities.
10. I will insure that I am knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.
11. I will use those coaching techniques appropriate for the skill level of the youth I teach. I will spend an equal amount of time coaching individual players regardless of their ability.
12. I will do my best to develop a positive relationship with my athletes as well as their parents.
13. I will not be in possession of a weapon, or under the influence of any form of alcohol/chemicals or use tobacco products at an OLS Athletic Program event or practice session. I understand that alcohol, chemicals, tobacco products, and weapons are not permitted anywhere on the premises at an OLS Athletic Program event.
14. I will remember that I am a youth coach, and that the games are for the youth, not the adults.

I have read each statement included in this Code of Ethics and pledge to live up to these principles as they apply to the philosophy of the Diocese of Fort Wayne-South Bend as a coach in the OLS Athletic Program. I understand that my failure to uphold any of the above principles may result in disciplinary action and/or removal from the OLS Athletic Program.

Coach's Name (Print)

Sport and Grade

Coach's Signature

Date Signed

APPENDIX C

Emergency Medical Authorization Form

--- EMERGENCY MEDICAL AUTHORIZATION ---

Purpose: To enable parents or guardians to authorize the provision of emergency treatment for players who become ill or injured while under coaches authority when parents or guardians cannot be reached. **THIS FORM MUST BE FILLED OUT IN INK EACH SCHOOL YEAR!**

Player's Name _____ Sport _____ Grade _____

Address _____
(Street) (City) (State) (Zip)

Phone _____ Birthday _____

Father _____
(Name) (Employer) (Phone)

Mother _____
(Name) (Employer) (Phone)

Guardian _____
(Name) (Employer) (Phone)

Dependable relative or neighbor to call in an emergency (illness or injury)
When parent or guardian cannot be reached _____
(Name) (Phone)

Allergies _____ Date of last tetanus shot _____

Medication being taken _____
(Name) (Dosage) (Time(s) Taken)

List of health problems. For example: asthma, vision, epilepsy, diabetes, hearing, bone or muscle problems, etc. _____

Medical Insurance Firm _____ Policy # _____

PART I OR II MUST BE COMPLETED

Part I – To Grant Consent: If unable to reach parent or guardians, I hereby give my consent for 1) the administration of any treatment deemed necessary by _____ or _____
(Physician)
(Dentist) in the event that the designated practitioner is not available another licensed physician or dentist and 2) the transfer of the player to _____
(Hospital) or any other hospital reasonably accessible.

This authorization does not cover surgery unless the medical opinions of two other licensed physicians or dentists concurring in the surgery are obtained prior to the performance of such surgery.

(Date) (Signature of Parent or Guardian)

Part II – Refusal to Consent: I DO NOT give my consent for emergency medical treatment of my child. In the event of illness or injury requiring emergency treatment, I wish team authorities to take no action or to: _____

(Date) (Signature of Parent or Guardian)

Appendix D
Official Player Roster Form

School: _____

Sport: _____

Coach: _____

Phone: _____

Name of Player	Date of Birth	Age	Grade	Height	Weight	Jersey #

Players birthdays and ages must agree with school records and be attested to by the school principal, or parish pastor.

Signed _____ Date _____

APPENDIX F
OLS ATHLETIC CONTRACT

Please sign the applicable statements below to acknowledge that you have received and read the Our Lady School Athletic Handbook and that you agree to abide by the policies and philosophies of the Our Lady School Athletic Program (the “**OLS Athletic Program**”).

School Year: _____

Student(s) Name: _____

I. Parents and Athletes

I/We, athlete(s) and parent(s), understand that participation in athletics involves the possibility of a serious injury. In consideration of our child(ren)’s opportunity to participate in the OLS Athletic Program, the undersigned parent(s), individually and on behalf of the above listed student(s) expressly assume any and all risks associated with and arising from such participation, including, without limitation, bodily and emotional injury at practice, competitive events, and any other related activity, including transportation to and from any event by a volunteer. We hereby release the Diocese of Fort Wayne-South Bend, Our Lady School, Our Lady of Good Hope Parish, any parish and/or school sponsor, and all of their officers, directors, employees, or agents, from any and all liability for any such injury or damage. I/We will provide the required Emergency Medical Authorization to the coach. I/We will abide by the policies of Our Lady School, the OLS Athletic Program, and the direction of game officials.

Athlete’s Signature

Date

Parent’s Signature

Date

II. Parents’ Code of Ethics

- I will place the emotional and physical well-being of my child ahead of any personal desire to win.
- I will demonstrate the Christian values of self-restraint, fair play, and sportsmanship in my treatment of others at every game, practice sessions, or other OLS Athletic Program events.
- I will ask my child to treat all players, coaches, fans, and officials with respect regardless of race, sex, or ability.
- I will demand a drug, alcohol, tobacco, and weapon-free sports environment for my child and agree to assist by refraining from their possession and/or use at all OLS Athletic Program events.

- I will do my best to make my child(ren)'s involvement with youth sports a positive experience while always remembering that the game is for the development and enjoyment of the youth – not the adults.
- I have read the above Code of Ethics and understand that my/our failure to uphold any of these statements may lead to disciplinary action by the Our Lady School Athletic Association, which may include, without limitation, the forfeiture of my/our right to watch my/our child(ren) participate in OLS Athletic Program events.

Parent's Signature

Date

III. Athlete's Code of Ethics

- I will strive to give my best to the team in every practice and every game.
- I will be on time for all practices and games.
- I will not miss a practice or game because of another outside sport or extra-curricular activity unless approved by the coach or athletic director.
- This experience is an opportunity to learn not only a sport (or sports) but also teamwork with all its inherent responsibilities. There will be times when I will follow someone's lead and there will be times when I must assume that lead – I will always strive to make a contribution to my team.
- I will take my coaches' directions and comments as constructive suggestions to make me a better athlete and my team a more successful unit.
- Practice is where I learn the concepts of the game. How I apply those concepts in mind and body in practice will carry over into the game situation.
- I will always play hard, but always will be a fair sport whether we are winning or losing the game, realizing that everyone on my team and my opponent's team is playing for fun and the competitive experience.
- I will carry these principles to my schoolwork and my family life with the realization that these are of greatest importance and take precedence to any sport.
- I will be an example of Christ in all my actions on and off the field/court of competition.

Athlete's Signature

Date