

St. Paul's Lutheran School Athletic Handbook

Athletic Leadership Team

Mark Dunkin – Track

Lauren Ratzburg – Basketball

Scott Engler – Volleyball

Elan Williams - Communication

Principal Andy Whirrett

St. Paul's Lutheran School
1125 Barr Street
Fort Wayne, Indiana 46802





Student Name: _____

Sport Season: _____

**For office use: Physical Turned in ____
\$60 Sports Fee Paid ____ (\$90 Varsity Basketball)**

ATHLETIC POLICY

Student Responsibilities

1. Conduct

Athletes and cheerleaders are expected to conduct themselves with good sportsmanship in a manner that reflects the Christ-centered philosophy of St. Paul's Lutheran School, in and out of school.

St. Paul's athletes will keep the following priorities in this order: God, Family, School, Athletics.

- 1) God is first in our lives. We show this through studying His Word, attending church together as a team on tournament Sundays, and putting Him first in all aspects of our lives.
- 2) Family is the next priority. Family life, family needs, family emergencies, and parent decisions come before school and athletics. Sometimes a player will need to miss a sporting event due to a family situation.
- 3) School comes third. Education and academics take priority over athletics, music, clubs and other extracurricular activities.
- 4) Athletics are important and teach us many things about life, but only can do so when the first three priorities are kept in the proper place.

Student-athletes are expected to maintain behavior which represents St. Paul's and is a confession of the Christian faith. Words, actions, and attitude should be a proud representation of who we are and should follow with our school mission statement: St. Paul's Lutheran School exists to educate each child in a Christ-centered environment for a life of service to God and man.

Any student not keeping the above priorities in order may need to meet with the coach, athletic director, teacher, or principal before going forward with athletic participation.

Any Student found and substantiated using tobacco in any form, alcohol, illegal drugs, or charged with any unlawful act will be suspended from participation in the athletic program. If re-admitted to the school, such a student will be eligible for athletic participation after one (1) quarter probationary period.

Student-Athletes should:

- 1) Be on time for all practices and competitions with the time set by the coach.
- 2) Communicate information shared from the coach or athletic director to the parent.
- 3) Have cell phones and other electronic devices stowed and/or off during all practices and games.
- 4) Follow all school rules and team rules at all times.

2. Academic

Students in athletics at St. Paul's are student-athletes, noting that they are students first. Extracurricular activities, including athletics and cheering, along with music, clubs, and other activities outside of school hours are privileges.

At the end of each quarter, or in extreme circumstances at other times, if a student is not following through with acceptable school work, as decided upon by the combined collaboration of the teacher, athletic director, and the principal, that student may be removed from game participation (and also often practices) and become ineligible until it is deemed acceptable by the principal and athletic director that the student may return. This decision will be based on student effort and according to that individual's abilities or circumstances. If the updated grades or principal/A.D. decision allow the student to become eligible again, athletic participation may be resumed.

Parents with special concerns regarding their child's academic abilities should bring those concerns to the classroom teacher's attention and work together to establish attainable goals to help the student-athlete maintain eligibility.

Report Card Grades

Students with a 59% or lower score in any subject at the end of a quarter will be ineligible to participate in extracurricular activities until at least the mid quarter of the following quarter. There must be at least 10 homework or assignment grades along with 3 tests or quizzes recorded to make a student ineligible from said quarter grade. Students will become eligible again upon the mid quarter if the grade in the subject that made the student ineligible is at or above a 75% score, and all other grades are passing, at 60% or better. A student with any failing grade will not be eligible to participate in sports for the remainder of the quarter.

While a student becomes ineligible for athletics when he/she receives one or more failing grades (59%) on a quarter report card in any subject, a student may not be declared ineligible by a low grade on a mid-quarter report. Mid quarter reports may be used to establish eligibility, but not ineligibility. An ineligible student may gain his/her eligibility back at the mid-term by receiving a 75% score or higher in the previous failing grade, and no failing grades in any other subject.

If a student receives an "F" during the 4th quarter grading period he/she will be ineligible for athletics during the first grading period of the next school year. No athletic fee refunds will be given for ineligibility.

3. Medical Examinations and parental consent

Prior to an athlete's or cheerleader's participation in the first practice in each new school year, the participant must submit a physician's certificate of physical fitness and written consent of a parent or guardian to the school office.

4. Sports Fee

Prior to an athlete's or cheerleader's participation in the first practice of each new sports season, the participant must pay the \$60 per sport athletic fee (non-basketball) or \$90 for basketball. This fee goes toward but does not cover the cost of officials, uniforms, athletic equipment, and athletic maintenance of our facilities and rental fees of offsite soccer fields for practice and play.

5. Absence from school

An athlete or cheerleader absent from school due to illness is ineligible to participate in practice or contests that day. Attendance for at least one-half (1/2) of the school day is required unless the principal approves a written excused absence from the parent such as in the case of a family funeral or other emergency unrelated to student illness.

Athletic Participation

Although it is our intention to strive for a truly competitive athletic program, there are no 'try outs' (except for roster availability based on numbers). If there is availability, all eligible students are welcome and encouraged to be a part of the team. The amount of participation in contests is according to the coach's discretion and shall vary according to practice attendance, attitude demonstrated at practice and at the contest, effort applied at practice and contests, level of skill, number of team players, and caliber of the opposing team played.

Players may not be able to join a team after the start of that season unless approval is given by the athletic director and coach.

Academics are always considered the primary responsibility of each student. Athletics, however, provides an additional avenue to explore talents and learn new skills, including life lessons about physical hard work, perseverance, competition, success, and failure – all not easily taught in the academic classroom setting.

Junior Varsity Athletics (fourth through sixth grade teams) is purposely designed to be less competitive and more instructional. We expect every child to play in every game. Coaches are given greater discretion in assigning playing time at tournaments. All interested academically eligible students who are willing to work hard and be responsible are automatically on the team.

Varsity Athletics (seventh to eighth grade teams) will place greater emphasis on competition. Some students will receive more playing time than others. All academically eligible seventh and eighth grade students who are willing to work hard and be responsible may participate and some students from lower grades may be asked to participate at the varsity level.

Post-Practice / Game Pickup

1. Athletes are expected to be picked up at the scheduled end of the practice or game. Athletes are expected to keep their parents informed of practice and contest times.
2. Athletes must have written parental authorization to leave school grounds early.

Athletic Director Requirements and Responsibilities

The Athletic Director shall be expected to conduct him/herself with good sportsmanship in a manner that reflects the Christ-centered philosophy of St. Paul's Lutheran school, in and out of school.

The Athletic Director shall be a member of the teaching staff at St. Paul's Lutheran School.

The Athletic Director shall be responsible for the following duties throughout the year:

- 1) Attending all Lutheran School Athletic Association (LSAA) monthly A.D. meetings.
- 2) Planning and scheduling sufficient athletic competitions for the various sports and athletic teams at St. Paul's Lutheran School.
- 3) Searching for tournaments/accepting invitations to tournaments for our various teams as appropriate for various age levels and sports.
- 4) Running the Annual J. Neil Reincke JV Boys Basketball Tournament in mid January each year as an opportunity for our boys and for other Lutheran 5th-6th grade boys' teams in the Lutheran community. Duties include inviting the teams, setting the brackets/pools, setting up the tournament, assigning volunteers, collecting a gate fee and tournament sponsors (fundraiser for athletics), running the tournament, awarding trophies and other awards to participants, and cleaning up afterwards.
- 5) Assigning parent volunteers to head up and/or work concessions during basketball and volleyball as an athletic fundraiser
- 6) Working to place coaches in the various coaching positions for each athletic season.
- 7) Keeping coaches informed of all policies, schedules, and necessary information.
- 8) Maintaining a school athletic calendar available to parents, coaches, teachers, and other members of the St. Paul's community.
- 9) Sending out notifications of unexpected schedule changes to coaches and parents, and otherwise informing parents and coaches of the online and updated athletic calendar at stpaulsathletics.tandemcal.com.
- 10) Providing for/being available to coaches, parents, and students for any needed support (i.e.: questions, policies, schedules, problems).
- 11) Arranging referees and providing the coaches with referee payment checks.
- 12) Ordering the referee checks to be made by the booster treasurer/church treasurer/secretaries to be prepared for upcoming games.
- 13) Holding pre-season informational A.D./coach-led meetings with the parents and students to inform them of all requirements, policies, rules, and schedules and to pass out the handbook and to-be-signed athletic agreement.
- 14) Informing the coaches of athletic player ineligibility.
- 15) Informing the coaches of rule changes, games changes, and any other necessary information.
- 16) Along with the Principal, maintaining and reviewing the athletic handbook and policies and reviewing and updating them at the end of each academic year/before the new academic year.
- 17) Keeping track of the uniform needs for each sport and ordering new uniforms as needed.
- 18) Making sure uniforms are collected by the coach and turned in at the end of each sports season.
- 19) Keeping track of school sports records for individuals and teams for school sports history
- 20) Encouraging school spirit through arranging pep assemblies and other school spirit sporting events such as teacher vs. player games and parent vs. player games.
- 21) Helping the LSAA (Lutheran School Athletic Association) to run in three ways in addition to attending the monthly meetings: 1) Being available to work in various ways at tournaments of various LSAA sports as scorekeeper, scoreboard operator, admissions/entrance fee take, statistician, prayer leader, site supervisor, or as otherwise needed by the LSAA. 2) Having a league duty and/or taking a turn in the LSAA running events and/or being the league director, secretary, or treasurer. 3) Taking a turn providing the devotion, drinks, or snacks at the monthly A.D. meetings.

Coach Expectations

St. Paul's Coaches will:

- 1) Lead St. Paul's student-athletes (as a Christian example) in conduct, behavior, attitude, and language.
- 2) Communicate expectations, schedules, calendar items, and team volunteer needs with parents. This could be via paper handout, via e-mail, via text, or via verbal communication to players and/or parents.
- 3) Start and end practices on time.
- 4) Teach specifically and precisely what is expected of players on and off the field or court.
- 5) Lead competitive and challenging practices, keeping in mind the various levels of members of the team.
- 6) Clearly communicate player roles.
- 7) Create an offensive and defensive scheme to fit players to the fullest potential as a team.
- 8) Distribute playing time according to effort shown at practices, attitude, and performance.
- 9) Help every player to learn and get better in his/her sport and to become a stronger Christian young man or young lady in all areas of life.
- 10) Be on time for games and practices, staying until the last player is picked up (see parent expectations... parents should be on time for drop-off and pick-up... we work together!)

Sports Seasons Offered by St. Paul's

Girls athletic seasons include volleyball in the fall, basketball in the winter, cheerleading in the winter, soccer in the spring, and track in the spring.

Boys athletic seasons include soccer in the fall, basketball in the winter, wrestling in late winter/early spring, and track in the spring. There are also opportunities to participate in LutheRun Cross Country through Emmanuel St. Michael for grades 4-8 and Fort Wayne Lutheran Football through Holy Cross from grades 6-8.

Availability of Athletic Seasons

Athletic seasons will only be offered when an appropriate coach is found to teach the students. The athletic director will search for coaches from among teachers and parents as athletic coaching vacancies present themselves.

Athletic Rules for various sports, including age restrictions, sports rules, and other league rules are requirements are found in the Lutheran School Athletic Association Handbook.

The LSAA League Handbook is available on our St. Paul's Website under the Athletics tab.

Parent/Student-Athlete Agreement Form

Parent Responsibilities

All parents are expected to conduct themselves with good sportsmanship in a manner that reflects the Christ-centered philosophy of St. Paul's Lutheran School, in and out of school.

By having your child participate in athletics at St. Paul's Lutheran School, you agree to the following:

- 1) All fees, forms, and physicals must be completed and turned into the school before a student athlete will be eligible to practice or play with the team.
- 2) As with school, your child is expected to attend ALL games and practices, and to attend on time. Being on time does not mean arriving at the start time of the practice or game but being on time according to the directions as communicated by the coach. For practices, players should be in the gym or on the field dressed and ready to begin practice at the set start time.
- 3) In case of a needed absence, illness, or emergency, a *prior* written and signed excuse is required if possible. If not possible ahead of time, a written excuse should be given to the coach upon the student-athlete's return.
- 4) Athletes are expected to be picked up from practice within 15 minutes of the scheduled end of practice or game. Varsity athletes are expected to keep parents informed of practice and contest times.
- 5) Athletes must have written parental authorization to leave school grounds prior to pickup.
- 6) Parents of student athletes are expected to help in scorekeeping, line judging, transportation, with concessions, etc. as needed and asked.
- 7) Parents are responsible for arranging transportation of student athletes from school to competitions.
- 8) St. Paul's student athletes will attend church together on Sundays in which there are tournament games to be played. Parents are responsible for arranging transportation to church.
- 9) Parents should not approach coaches or the athletic director on game days with concerns but should set up an appointment before or after a practice or for another time. If in-person communication is not possible, parents should contact the coach via a phone call. E-mail/text communication should not be the primary form of communication for a concern.

Transportation

Parents are responsible for arranging transportation of student athletes from school to competitions through the coach or other parents. Coaches cannot be responsible for transporting the whole team, but when available, may be available to take some players to games from the school.

If a child leaves a game with a non-parent ride other than the one he/she came with, written permission from the parent must be given to the coach first.

Parents are responsible for making arrangements for children to be picked up within 15 minutes of the scheduled end of all practices and games.

Athletic Participation Acceptance Signatures

Prior to participation in each sport, a student-athlete and parent must sign a copy of this to acknowledge their understanding and acceptance of this athletic policy. By signing this, parents and student athletes are not only agreeing to the terms but are also indicating that the sports fee and sports physical will be turned in upon the beginning of the season.

Student-athlete signature

Parent signature

Date