

# The Duchesne Academy

## Athletic Handbook

**2010-2011**

The purpose of this Athletic Handbook is to assist Coaches and Parents in helping our student athletes enjoy the experience of Upper and Middle school sports. This will be a broad overview designed to provide guidance, direction and the policies of the Athletic Department. We cannot address every possible situation we may encounter during the year. However, our overall philosophy, values and goals should help direct all of us.

### *Welcome to Duchesne Athletics*

*Where*

*Sportsmanship*

*Is an*

*Expectation*

*So please let the Players play.*

*Let the Coaches coach.*

*Let the Officials officiate.*

*And Let the Spectators be positive.*



*Chargers Play*

*With Heart!*

September 1<sup>st</sup> 2010

## **Duchesne Academy**

### **Goals of Schools of the Sacred Heart**

The Schools of the Sacred Heart in the United States, members of a worldwide network, offer an education that is marked by a distinctive spirit. It is deeply concerned for each student's total development: spiritual, intellectual, emotional and physical. The Schools provide a program of serious study, educate the students to social responsibility, and lay the foundation for a strong faith.

Schools of the Sacred Heart commit themselves to educate to:

- a personal and active faith in God
- deep respect for intellectual values
- a social awareness which impels to action
- the building of community as a Christian value
- personal growth in an atmosphere of wise freedom

### **The Mission of Duchesne Athletics**

...is to excel on the fields of play by instilling a sense of **faith, fitness, fellowship, and fun through a community of teamwork.**

### **The Vision of Duchesne Athletics**

Duchesne's athletic teams **are competitive and have fun in a safe environment.** Our coaches, parents, teachers and administrators are supportive of each other's efforts and the Goals of the Sacred Heart Schools. **Our combined support of our student athletes is unconditional.**

### **The Philosophy of Duchesne Athletics**

We recognize that the athletic program is one integral part of the Duchesne experience. By teaching the fundamentals of athletics – fitness, fellowship, skills, teamwork, sportsmanship and self-discipline – our athletic program tries to develop a sense of accomplishment in our athletes and emphasizes the real life application of The Goals of the Sacred Heart.

### **Opportunities**

Duchesne Athletics supports eight sports in three seasons for Middle School. In Upper School we currently support twelve sports in three seasons. Our goal is to provide every aspiring US and MS student the opportunity to participate in at least one competitive sport annually. We will strive to do our very best to reach that goal at every level of our sports programs.

SEASON	SPORT	Middle School	Upper School
Fall	Cross Country	Yes (7 <sup>th</sup> & 8 <sup>th</sup> )	Yes
	Field Hockey	Yes (7 <sup>th</sup> & 8 <sup>th</sup> )	Yes
	Volleyball	Yes (7 <sup>th</sup> & 8 <sup>th</sup> )	Yes
Winter	Basketball	Yes (7 <sup>th</sup> & 8 <sup>th</sup> )	Yes
	Soccer	Yes (7 <sup>th</sup> & 8 <sup>th</sup> )	Yes
	Swimming	Yes (7 <sup>th</sup> , 8 <sup>th</sup> )	Yes (Sept. Start)
Spring	Softball	Yes (7 <sup>th</sup> & 8 <sup>th</sup> )	Yes
	Spring Golf	No	Yes
	Spring Tennis	No	Yes
	Track	Yes (7 <sup>th</sup> , 8 <sup>th</sup> )	Yes

**Students will not be cut in the sports of Cross Country and Track unless they abuse their privilege of participation.** All other teams will have player limits set by the Athletic Director and Coach. An athlete may remain on all these sports teams as long as she attends practice and scheduled competitions, is on time to practice, and respects her coach and her teammates.

### **Sports Associations**

All Middle School Sports operate under the rules of the Houston Junior Preparatory Conference (**HJPC**). The Texas Association of Private and Parochial Schools (**TAPPS**) govern all of our Upper School Programs, except Field Hockey. The TAPPS website can be found at [www.tapps.net](http://www.tapps.net). Our **JR DASH** program (for 3<sup>rd</sup>-6<sup>th</sup> Graders) is governed by The West Houston Christian Sports Association (**WHCSA**). It is a great opportunity for parents to coach their daughters. More information is located on the Duchesne Website under *On Campus, Athletics, Junior Sports*. We are proud of these affiliations and will respect their direction.

### **Sports and Grades**

Athletics helps to fulfill a state and school physical education requirement. Accordingly, each student athlete will receive a grade at the end of each sports season, similar to a grade they would have received in a PE course.

### **Conditioning/Athletics**

Conditioning is offered to one season athletes and to students who have scheduling conflicts with regular PE classes. Conditioning is offered in the fall and spring seasons only. The class meets after school two afternoons a week for 1 hour for the entire athletic season. Attendance is required for every class and follows the same guidelines used for other classes in the high school. The class

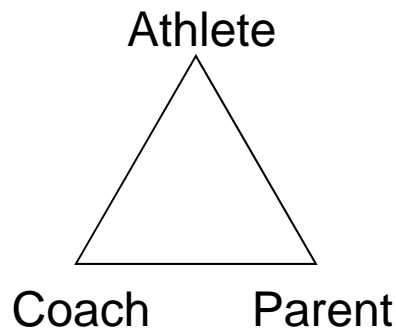
will be graded using the same procedures followed for PE/Athletics. Participation in conditioning class must be approved by the Athletic Director and Academic Dean.

### **Communications**

Our primary objective in MS and US is to attempt to communicate with parents through our students, in support of Goal Five, which calls the girls to personal growth and responsibility. However, there are several ways that you can obtain information about your child's season and any changes that occur in the scheduling of competitions and practices. You can:

- Consult the online calendar
- Call the Athletics Hotline for weather cancellations. The number is 713-341-1937. We will up-date in the afternoon.
- Ask your coach to help you. Contact him/her through the AD's office

### **Parent and Coach's Relationship**



Conceptually speaking, one of the best ways to look at the relationships among a student-athlete, parent and coach is to visualize a triangle. The student is at the top, with the parent and coach forming the strong foundation to support the student-athlete. Both the parent and the coach play important behavior modeling roles in the development of values and experiences for each of our children. Coaches need to direct and challenge their players to get the best results as the leader of the TEAM. Parents need to be a soft place to land for the athlete when her expectations are not met. Parents can also be very helpful in teaching their child how to approach the coach and learn how to improve a difficult situation. Both cornerstones are important in teaching sportsmanship and goal setting.



When the relationship between the parent and the coach becomes adversarial, the triangle collapses and the student-athlete is put in the middle between the two

cornerstones of her athletic experience. It is very similar to a situation in which parents do not present a united front at home. No one wins! Caught in the middle, the athlete will never achieve what she might have with the combined support of the two communities necessary for her athletic success and well-being.

### **Expectations**

Our collective goal at Duchesne is to help teach our children how to make good decisions, be team players and learn how to be responsible for their actions. This ties in nicely with Goal Five of the Sacred Heart, which calls us to “personal growth in an atmosphere of wise freedom.” Below are some realistic expectations and processes we should all work toward in making this relationship work.

- **Coaches Are Not Perfect, Neither Are Parents.** Like parents, coaches want the best for their team(s). And coaches do make mistakes. Their focus is much broader than ours as parents. In US and MS, coaching our daughters is more complex and difficult than what we remember from coaching them at the YMCA or neighborhood league. Creating team success takes time, patience and teamwork. Please resist the temptation to “coach” from the stands by yelling instructions instead of enthusiastic encouragement. Our coaches need your patient support.
- We will strive to be the community standard for **Sportsmanship** in the leagues in which we compete and will not criticize the officials or disparage the other team, regardless of the outcome. Remember it is only a game, and our children are watching and listening. Let’s be great examples for what we expect.
- **The 24 hour Rule.** *Please do not approach a coach or a parent immediately after a contest or a practice, unless you believe the child is in imminent danger. Give yourself, and the coach, 24 hours so that everyone has a chance to reflect on the situation/performance before putting the coach (or the parent) on the spot. Both parties will have a better audience with better results.*
- **How to Get Involved.** This year we are encouraging our coaches to enlist the help of a **Lead Team Parent**. This person can assist the coach with the logistics that are required during a successful season. This person can be a huge help in communications, transportation and refreshments. They also can be a great source of information. A good Team Parent is very much appreciated by a coach.

Another way to get involved with our sports programs and help make a difference is by supporting the **Booster Club**. Please consider joining and helping us continue to grow.

## **Athletic Policies and Code**

### **School Attendance and Participation**

School Policy states that all students who participate in athletic competitions must be at school by the appropriate times: 9:00 AM for Upper School and 11:30 AM for Middle School.

### **Medical Eligibility**

Athletes must have all medical forms for the School and TAPPS prior to their 1<sup>st</sup> competitive game.

### **Grading Standards**

According to TAPPS rules, any student failing two subjects will not be allowed to participate in co-curricular activities. We will support that rule. In addition, if a student receives an unsatisfactory progress report indicating her work is at the level of 77 or less in any course, there are consequences. The athlete will be allowed to continue to participate on her sports team, but will not be allowed to leave school or Study Hall early for away matches.

### **Equipment Return**

An athlete is financially responsible for any equipment issued to her. Cost will be determined at the replacement cost of the equipment. At the conclusion of the season, all equipment will be returned by the athlete to the coach by the deadline established by the coach. PE Grades will be withheld until the equipment is returned or restitution is arranged.

### **General Conduct**

Student athletes are to abide by all rules and regulations stated in their respective Duchesne Student Handbook. Failure to do so could result in disciplinary action and/or suspension from the team. Detentions should be served at the appointed times. If an athlete chooses to miss detention to participate in a competition, her detention time will be doubled. Upper School athletes should serve detention on Wednesday morning, 6:50 am to 7:50 am, to avoid missing any practice time. Serving a detention at any other time and missing practice will count as an unexcused absence and lower the athlete's PE/Sports grade. Repeated disregard for this policy can lead to dismissal from the team by the Athletic Director.

### **Transportation**

Transportation will be provided to and from away athletic contests on need basis. An athlete who plans to travel to an away contest other than by bus must have the appropriate permission signed by her parent or guardian. No exceptions. Players

who ride the bus to a contest must let the coach know if they are not riding home on the bus before they leave the contest site.

### **Causes for Dismissal from an Athletic Team**

- A forged signature on any document by the student in place of the parent or teacher signature may result in dismissal.
- An athlete who is caught lying to a coach, teacher and or administrator can be dismissed from the team.
- Once an athlete has joined a team, she has made a commitment to the school, her teammates and the coach to remain on the team until the completion of the season. Quitting is not an option.
- The possession or use of drugs, alcohol, or drug paraphernalia or being under the influence of drugs (however slight) or any substance purported to be such, or distribution of tobacco, alcohol and drugs is forbidden. For the purpose of the Athletic Code “drug” includes any narcotic, hallucinogen, amphetamine, barbiturate, marijuana, drug prescribed for another person, controlled substance, and mood altering drug or substance. In addition, the possession of or use of anabolic steroids to enhance athletic performance will result in a suspension from athletic activities for up to two years.

### **Practice Gear**

Practice gear is at the discretion of the coach. Appropriate clothing must be worn at all times.

All game safety equipment must be worn during practices. This is a shared responsibility of the coach and athlete.

### **Team Selection Process**

Because of the nature of some sports and because of some facility restrictions, it is necessary to limit the number of participants on a given team or sport. Failure to attend tryouts can lead to disqualification from the selection process.

We believe in our coaches. They are hired to manage and direct a specific athletic activity. Their responsibilities include evaluating and selecting students for teams, as well as determining the degree to which each student will participate.

**What are the coaches looking for in the selection process?** That can vary across the board. Generally here is what most coaches look at when they select the athletes for their teams:

- a) **General physical condition** at the time of tryout. Is the athlete easily winded? Can the athlete potentially handle the heat, drills and effort of a workout?

- b) **General athletic ability** during skills tests. How coordinated is the player? Can she execute basic drills and skills?
- c) **Trainability**: Is the athlete **attentive** to directions? Is she **respectful of others** trying out? Does the athlete seem to **want to learn**?
- d) **Punctuality** is important--always is, and always will be to any coach.

Finally, at Duchesne Academy we believe that playing time in competition is earned in practice and is not an entitlement. Regardless of the subjective nature of the process and the potential for disagreement, the coach is the only one in a position to make selections for membership and playing time.

We also believe that during the season, athletes cannot receive private lessons and tutoring from our coaches. This policy is consistent with that for teachers, who cannot tutor their own students for remuneration.

### **Senior Athletes**

TAPPS strongly recommends that Senior Athletes not be placed on JV teams. JV Teams are designed for player development. If a Senior is not selected for the current Varsity Team, even if she was on Varsity the year before, then she will be “cut” from the team at tryouts. There is no entitlement, only fair competition.

### **Parent Communication Process**

Consistent with general procedures at Duchesne, the following process should be followed. Parents/guardians having a concern with an extra-curricular activity should:

1. Communicate their concern to the coach.
2. If the concern is not resolved during communication with the coach, express concern to the Athletic Director.
3. The Athletic Director will then arrange and facilitate a meeting between student, the student’s parent(s) and coach to resolve concern.
4. If the concern is not resolved, the parent, coach and Athletic Director will meet with the appropriate Division Head of School to resolve the concern. The Division Head of School is the final step in the resolution process.

### **Lockers and Laptops**

Our students are responsible for their possessions and should take appropriate actions to secure their purses, valuables and laptops in the locker room. Each Athlete can be issued a locker and lock during the season/year. Duchesne is not responsible for thefts occurring during PE or athletic practice or competition. **Any laptop not properly stored will be picked up and a detention will be issued.**

Laptops need to be watched at all times by a coach, parent or a responsible teammate. Parents can help this situation by talking to their girls about taking care of possessions and being aware of what could happen when items are not properly secured or attended. This includes purses, phones, money, and clothes. The athletic department is taking steps in the locker room to prevent theft and lost articles, but we need everyone's help and support.

### **Weather Related Emergency**

In the event of a weather emergency, Duchesne will follow the decision of the Houston Independent School District regarding the closing of the school. **The Athletic Hotline (713-341-1937)** will be updated as soon as practicable in case of weekend or weekday game or practice cancellation.

### **Athlete Pick-Up Procedures**

Schedules for game times are published and posted on the Duchesne website and updated throughout the season.

1. All parents should expect that no school day practice will ever last beyond the agreed to time by more than 10 minutes.
2. Coaches will wait until all children are picked up after home events. Please try and be there within 15 minutes of the end of the contest so our coaches do not have the responsibility to attend these students for a lengthy period of time. They work hard and have families.
3. At an away event, if the parent or ride is not at the site when the game concludes, the coach will wait not more than 10 minutes for the student's ride to arrive. At this point, the student is required to ride back to the school with the coach, where she must be picked up.

### **Athletic Trainer**

Duchesne will provide Athletic Trainers at all home games. The Athletic department is contracted with AOKC Trainers. In addition, all coaches are certified in First Aid, CPR and AED.