



ST. MICHAEL
the ARCHANGEL
- CATHOLIC HIGH SCHOOL -

Athletic/Activities Student Handbook

2020 - 2021

KNOW TRUTH | LOVE GOD | SERVE OTHERS

Activities/Athletics

- + Academic Knowledge Bowl
- + Archery
- + Baseball
- + Basketball (Boys, Girls)
- + Music
- + Cross Country (Boys, Girls)
- + Cheer/Stunt Team
- + Dance Team
- + Drumline
- + Football
- + Golf (Boys, Girls)
- + Robotics
- + Soccer (Boys, Girls)
- + Softball
- + Swimming (Boys, Girls)
- + Tennis (Boys, Girls)
- + Theater
- + Track (Boys, Girls)
- + Volleyball (Boys, Girls)
- + Wrestling

I. Introduction:

St. Michael the Archangel Catholic High School (SMA) offers a full range of interscholastic sports and activities to its students. This handbook provides useful information about the policies and guidelines which govern participation in these activities. Questions or concerns regarding interpretation of this document should be directed to the SMA Athletic/Activities Department or School Administration. No distinction is meant to be drawn among terms such as “student”, “student-athlete”, “player”, or “participant”, and for simplicity in most cases have been consolidated into the term “student”. This document may be revised at the discretion of SMA school administration.

Statement of Philosophy:

The SMA Athletic/Activities Department strives to provide interscholastic activities that supplement classroom learning. We seek to promote an environment in which students develop and exhibit Christian leadership, cooperative skills, strong work ethic, a positive attitude, school pride, dedication to improvement and commitment to excellence. Students are encouraged to take advantage of programs that align with their talents, interests, commitment level and time schedule. The goal of these programs is to enhance the overall school experience and contribute to the education of the whole student.

II. Statement of Sportsmanship:

SMA is a member of the Missouri State High School Activities Association (MSHSAA). As a member, we adhere to policies regarding good sportsmanship for our school, students, and spectators.

Sportsmanship involves respect for self, team, opponent, officials and the activity. Games and events are viewed as an extension of the school day, and good sportsmanship is expected at all times. Behavior that threatens the integrity and enjoyment of the activity or game will not be tolerated. School spirit and cheers should be directed at supporting our school and students. Attendance at and participation in school functions is a privilege that can be terminated.

Sportsmanship Code for Parents, Coaches, Parents and Spectators

- Maintain pride in self and school.
- Demonstrate the high standards for conduct expected at SMA.
- Respectful cheering for one’s own team is encouraged. Conduct considered inappropriate—whether directed at participants, officials, or spectators—includes: derogatory chants, use of obscenities, taunting or jeering, “trash-talking”, demeaning words or gestures, or dangerous behavior.
- Abide by the decisions of the officials.
- Accept both victory and defeat graciously.

Offenders will be asked to leave an event or game by school officials. Students are subject to further disciplinary action.

III. Coaches/Sponsors and Activities

Role of the Coach/Sponsor:

Coaches at St. Michael the Archangel Catholic High School serve a key role in the education and development of students. Coaches assume the responsibility for promotion of SMA's philosophy of interscholastic athletics, and therefore should:

- Promote and teach fair play, stressing good sportsmanship at all times and model such behavior during practices and games.
- Be fair and unprejudiced with players.
- Foster school pride and spirit.
- Demonstrate current knowledge of the game and its rules.
- Promote academic achievement and monitor academic progress.
- Emphasize and demonstrate Christian values.
- Support SMA school policies and procedures.
- Be firm, fair and consistent in discipline.

Coach-Player-Parent Communication:

The SMA Athletic/Activities Department and individual coaches strive to communicate openly and regularly with participants and parents/guardians. The following guidelines have been established to ensure quality communication:

- Coaches should arrange a "Meet the Team" or "Parents' Night" event at the beginning of each season to communicate to parents/guardians and students their policies relating to coaching philosophy, student discipline and team management.
- Communication should always begin with dialogue between the student or parent/guardian and the head coach. Resolution to issues beyond this level should involve the Athletic/Activities Director, and ultimately SMA school administration.
- Areas of concern appropriate for parents/guardians to discuss with the head coach include: treatment of the student mentally or physically, ways to help the student improve, or concerns about the student's behavior.
- Issues not appropriate to discuss with the coach are: playing time, team strategy or play calling, or other students.

Additional:

Some athletic programs at SMA may require the cutting of players from the team. Coaches make judgements based on what they believe to be best for the program, and individually determine their policies and communication of such decisions.

All athletic/activities programs at SMA offer an athletic letter. Each sport/activity offers objective criteria and qualifications for lettering set by the individual sport/activity coaching staff. Work ethic and positive attitude are also important criteria in the awarding of athletic letters.

IV. Basic Guidelines for Participation

General Policies

- Students should maintain academic citizenship and eligibility standards as established by MSHSAA and SMA.
- By joining a team or activity, the student makes a commitment to the program for a specified length of time (i.e., the whole season), including all team meetings, practices, games/matches, rehearsals and productions. Students should be committed to practices/games during vacation times such as school holidays and spring break.
- If necessary to be absent from a practice or game, the student is expected to obtain permission from the head coach/moderator prior to the scheduled event.
- Students must be in attendance, at school, for a minimum of three (3) hours to participate in any practice scheduled for that day. Exceptions are granted with administrative approval only. If a student is absent or leaves school during the day due to illness, the student may not return or participate in practice that day.
- A student absent from school or not in school for a minimum of 3 hours, may not participate in practices or extracurricular contests for the remainder of the school day or that evening. Further, once a student arrives at school, he/she must remain in attendance the entire school day to participate in the scheduled contest.
- All athletes and students involved in activities will attend daily Mass, on game days, and wear the approved game day dress attire. SMA white button down shirt, navy tie and khaki pants for boys. SMA white button down shirt, navy vest, and SMA skirt for girls.
- Students should abide by all regular school policies as established by the administration.
- A truant or suspended student may not participate in activities that day or until suspension is expired.
- Any student removed from a class during the school day will not be allowed to participate in activities for that day.
- The possession or use of alcohol, tobacco, vaping, non-prescription drugs, or the inappropriate use of prescription drugs is forbidden. This prohibition applies year-round, as does the commitment of the student to comply.
- All participants should exhibit conduct that is consistent with good sportsmanship.
- Students shall report any injuries or illnesses to their respective coaches/sponsors immediately upon occurrence.

Eligibility

MSHSAA and SMA have established eligibility requirements to be met by all students to maintain the privilege of representing SMA in interscholastic activities. Listed below is information on some of the major rules and regulations a student must follow in order to maintain eligibility. Please visit the MSHSAA website at www.mshsaa.org for additional

information or to download the current MSHSAA handbook.

2.1.1 Student Essential Eligibility Requirements for All Interscholastic Activities

Any student who represents his/her school in interscholastic activities shall be a bona student enrolled as an undergraduate student of the school.

2.1.2 Participation

Eligibility to represent a school in interscholastic activities is a privilege to be attained by meeting the standards of eligibility cooperatively set by the member schools through this Association and any additional standards set by a member school for its own students.

2.2.2 Law Enforcement

- a. A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. jail time, fine, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies.
- b. After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local school authorities shall determine eligibility.
- c. Moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol or injuries to others.

2.2.5 Student Responsibility

Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school's discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the school administration.

Academics

- The student must be enrolled in courses offering 3.00 units of credits each semester, and have earned 3.00 units of credit the preceding semester.
- Grade Checks for all students in activities and athletics begin the third week of each semester. Grade Checks will be run each subsequent Thursday morning. Students will meet with the Activities Director and inform their parents, teacher(s) and coach via email that they will be placed in Study Hall if they have any grade below a 70%
- Every student assigned to Mandatory Study Hall must attend one session daily for the entire week or until all grades are at least 70%. Study hall sessions are

from 7:15 – 7:55 am or 3:20 – 4:00 pm when school is in session. If students miss 2 or more sessions of Study Hall, they will be assigned to Saturday school in order to make up those sessions. The fee for this is \$20.

- If a student has any grade below a 70.00% , at midterm grade check , he/she will be declared ineligible from competition until the next grade check.
- If a student does not meet MSHSAA eligibility requirements, at midterm grade check, they will be declared ineligible for the remainder of the season.
- If a student does not meet MSHSAA eligibility requirements at the end of the semester, they are ineligible for the following semester.

Participation Limits

- Students are eligible to participate in any sport for a maximum of four seasons. Any part of a game played during a season counts as a season of participation.
- Eligibility to participate in high school activities begins when the student first enters the ninth grade and lasts for the first eight semesters that he/she is enrolled in high school (the eighth semester must immediately follow the student's seventh semester).
- A student reaching the age of 19 prior to July 1 will be ineligible for interscholastic competition for the next school year.

Transferring Schools

Students transferring schools without changing residency will be ineligible to participate in varsity sports for 365 days (unless an appeal is granted by MSHSAA).

Non-School Competition

- Students may not participate in any organized non-school athletic competition and the school team *in the same sport* during the same season.
- Students may participate on a school team and a non-school team *in different sports* during the same season.

V. Medical Policy

Physical Examinations

According to MSHSAA and the guidelines established by SMA, any student participating in a sport is required to have a current physical examination stating that he/she is physically able to participate in athletic contests. Physical examinations are valid for a two-year period from date of issuance and must be on file before the student will be allowed to attend try-outs, practice, or participate in athletic competition.

MSHSAA Participation/Insurance Card

Participants in interscholastic sports at SMA are required to have a MSHSAA participation card and current insurance information on file.

Parental Permission

Prior to each year of interscholastic athletic participation, a student shall furnish a statement, signed by the student's parent(s) or legal guardian which grants permission for the student to participate in interscholastic athletics.

Concussion Baseline Testing

Students must complete a concussion baseline test that is administered by SMA's athletic trainer. The completed baseline test and consent form signed by the student's parent or guardian needs to be on file before the student will be allowed to attend try-outs, practice, or participate in athletic competition.

Procedures for Emergencies and Injuries

During a practice, game or activity, if injury to a student occurs which the coaching or training staff believes to be relatively minor, a coach or training staff member should administer any applicable first aid and if necessary, have the player sit out the remainder of the practice, game or activity.

In the event of a medical emergency, contact 911. For emergencies or serious injury, parents/guardians and a member of the school administrative team should be contacted and informed. When transportation for further treatment is necessary, parents/guardians should determine the method of transport; however, if parents/guardians are unable to be reached, school administration should determine whether transport by ambulance is necessary.

VI. Transportation Policy

General Transportation Policy

Every effort will be made by the SMA Activities/Athletics to provide safe transport to and from extracurricular activities. When a bus or van is available, students will be required to ride one of those vehicles. On occasion, however, students will be allowed to self-transport. In these instances, students driving or riding with another student will be required to have a transportation permission form on file with the Activities/Athletic Director.

Overnight Trips (Due to COVID-19, there will be no overnight trips)

All overnight trips must be approved by school administration. The head coach is responsible to notify students and parents/guardians of the following:

- Purpose of the trip
- Date/time of departure, and date/estimated time of arrival home
- Mode of Transportation
- Location of team housing and emergency contact information
- List of any special items students may need to take with them
- List of expenses that students will incur
- Printed copies of team travel rules and regulations, and itinerary

VII. Scheduling Events

Responsibilities for Scheduling

The SMA Activities/Athletic Department is responsible for scheduling all contests for each sport/team/activity. Sunday practices or meetings are not permitted.

Postponing Contests

When postponement of extra-curricular activities is under consideration, the Activities/Athletic Department and/or coaches/moderators will confer with the SMA administration as needed to make this determination. Foremost among the factors considered in making this decision is the safety of the students/participants both on the field and in traveling to/from the location of the event. Other factors include: playing conditions of the field/court/location, safe travel for spectators, officials and others, potential for damage to facilities or equipment.

School Cancellation and Early Dismissal

When school is dismissed early due to the weather, there shall be no after school activities. This includes practices and scheduled contests, both home and away.

VIII. Athletic Equipment and Facilities

Use of Athletic Equipment and Apparel

Students have the responsibility of taking good care of the SMA athletic equipment, facilities, and other materials, and to report abuse/misuse to the coaching staff, moderators, Activities/Athletic Director. Repair and replacement of equipment and facilities is expensive, and takes resources away from other areas of need in the school or activities/athletic program. Regarding the wearing of athletic apparel and dress code:

- Game day attire consisting of a SMA white button down shirt, navy tie and khaki pants for boys. SMA white button down shirt, navy vest, and SMA skirt for girls.
- Sports program equipment/apparel is to be worn only during practice sessions and games, or as permitted by the head coach/moderator. Students are not to wear school-issued apparel or athletic uniforms for physical education classes, for work or job-related activities, or for everyday school or social wear.
- The school dress code will be enforced on travel to all activities. Exceptions to this rule are team wear approved by the coach/moderator or uniforms and warm ups. Dress code rules will also apply to practice facilities including the weight room.

Collection of Athletic Equipment

Head coaches shall supervise the collection, inventory and storage of all equipment within his/her program.

- Within two weeks of a season's end, all equipment is to be collected, inventoried and stored in the appropriate area.
- Lost or damaged equipment will be replaced at the student's cost. Sport/Activities program accolades (i.e letters, commendations, etc) may not be awarded until such financial obligation is met. Students delinquent with tuition will not be able to compete until all financial obligations are met.

IX. Prohibited Substances Policy (from the SMA Student Handbook)

Drug and Alcohol Policy

At St. Michael the Archangel, we strive to maintain an environment that is free of alcohol and drugs. Our drug and alcohol policy is aligned with our Health and Wellness Initiative. At the center of our efforts we aim to educate, prevent, and empower students to be proactive in a shared desire for a healthy, drug and alcohol free environment. SMA is committed to providing proactive activities, and proactive communications with students and families. Our expectations include a shared partnership with parents who support our efforts to reach these goals, and expect the same from their student(s). Additionally, any parent who sponsors a party where alcohol, tobacco/vaping, and/or drugs are made available to students may cause his/her child to face disciplinary consequences. SMA reserves the right to test any student that we suspect may be using, or under the influence of drugs or alcohol.

Under the Influence

Students who are suspected of being under the influence of drugs or alcohol at school, or at any school function, are subject to an immediate drug test. Upon the results of that test (if positive), the student will be immediately suspended and parents will be asked to pick up their child. The student will then meet with the Discipline Committee to determine if any further action(s) are required prior to returning to school. Students will be restricted from co-curricular activities including athletics for 25 school days and will follow up with testing.

Student Random Drug Testing

To promote a drug free environment and to provide an incentive to avoid illegal drug use (i.e ... "I can't do this because they test at my school."), SMA will conduct student random drug testing, administered by Employee Screening Services, Inc., of Springfield, MO. Throughout the year, Employee Screening Services will test a number of students, selected at random. Students chosen at random will be asked to submit a sample of saliva. Samples which test positive will be forwarded to their laboratory for confirmation. Upon confirmation, parents will be contacted in an effort to inform them of the issue and

to begin the process of helping the student. The test results will remain confidential and will not be included in any permanent record or disclosed to law enforcement agencies. A student who refuses to cooperate with the testing program will be subject to suspension and/or expulsion.

Tobacco, E-Cigarettes, and other Vaporizing Devices

For the purposes of this policy, electronic cigarettes, hookah pens, and similar vaporizing devices are considered to be "tobacco" items under this policy regardless of whether or not they contain nicotine.

No tobacco products may be used by any person while on school grounds. Students found in possession of any of the aforementioned products/devices will receive a 5 day in school suspension. For a second offense, the student must enroll in a tobacco education program approved by the administration, and meet with the Discipline Committee to determine additional consequences.

Prescription or Non-Prescription Drugs

SMA will not provide medication for students.

Prescription medications must be in the original container with the original prescription label. The prescription label will serve as the physician's authorization. A signed [Consent for Medication](#) form must be on file.

All non-prescription medication must be in the original container, labeled by the parent with the student's name, and kept in the nurse's office. A signed Consent for Medication form must be on file. Non-prescription medications will be dispensed based on the manufacturer's recommended dose, unless authorized by the student's physician.

Students are not allowed to carry any medications with them. All medications are to be kept with trained staff members. Students may be allowed to carry and administer asthma or other medication for life threatening conditions with proper authorization. Contact our [school nurse](#) with any questions regarding our medication policy.



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- CATHOLIC HIGH SCHOOL -

Athletic/Activity Commitment Form 2020 - 2021

Participant's Name (Print): _____

School Year: _____

I have read this handout and understand what St. Michael the Archangel High School expects from me in regard to sportsmanship, citizenship, scholarship and abstinence from drug/alcohol/tobacco use while enrolled in this school. I understand the consequences for breaking school policy, and I will not do so while an St. Michael the Archangel High School student. **I understand that this is a year-round commitment.**

I will be responsible for all extracurricular activities equipment issued to me throughout the season, will return such equipment at the conclusion of the season, and will pay the current replacement cost for any equipment not returned by me at the end of the season.

I, along with my parents/guardians, certify that I have read and understand all of the St. Michael the Archangel High School athletic/activities policies in the Athletic/Activities Handbook. In order to be eligible for participation, I understand I must comply with all requirements listed.

Student Signature

Date

Parent/Guardian Signature

Date