

## **INTRODUCTION**

Welcome to the St. Pius X High School Athletic Department. This handbook will provide you with a handy guide as to how the Athletic Department is organized and how it functions. Further, it provides information that will prevent misunderstanding and insure awareness of responsibilities of student-athletes, parents and staff. We wish to assist student-athletes and guide their smooth passage through our St. Pius X sports program by making everyone involved with our athletes aware not only of our expectations but also of rules, regulations and potential pitfalls.

## **MISSION**

The St. Pius X High School "Mission Statement" is as follows:

St. Pius X High School is a Catholic college preparatory school of the Archdiocese of Santa Fe. We serve God and the community through faith, love and respect and inspire learning, leadership and service.

This mission is an integral part of the St. Pius X athletic program. By participating in individual and team sports, either interscholastic or intramural, student-athletes will develop physically, mentally, and spiritually. They are instilled with the following values:

- pride in achievement
- appreciation of team effort
- hard work
- fair play
- respect for the rules of the game
- respect for others, sportsmanship
- discipline and self-control

## **VISION**

The St. Pius X Athletics "Vision Statement" is as follows:

St. Pius X Athletics works to install confidence, sportsmanship and leadership skills enabling our student athletes to succeed beyond their high school years.

## **OBJECTIVES**

We want our student-athletes:

- to realize that participating in the athletic program at St. Pius X is an honor and a privilege that demands academic responsibility and appropriate behavior;
- to exemplify and practice Christian values, scholarship, and positive role-modeling on and off the field / court;
- to participate in various athletic programs;
- to learn teamwork in order to compete effectively;
- to show sportsmanship among teammates and opponents;
- to learn to win with pride and to lose with dignity.

## **SPORTSMANSHIP**

St. Pius X High School has its own established standard of sportsmanship. We expect participants, student-athletes, parents and spectators to exhibit good sportsmanship at all our events. We strive to create a wholesome, non-intimidating environment for all our athletic competitions. To accomplish this:

- Learn the rules of the game and accept the decision of the officials.
- Do not make abusive remarks, use unacceptable language or engage in provocative behavior.
- Do not walk on-to the court or playing field.
- Commend our opponents for fine play, hard work and effort, and their sportsmanlike behavior.
- Be gracious in victory and in defeat.

## **ATHLETIC DEPARTMENT OFFERINGS**

St. Pius X High School is a member of the New Mexico Activities Association. We belong to District 4AAAA, which serves sports programs for both boys and girls. The Athletic Department offers twenty-five (25) athletic programs, which are made up from fifty-six (49) individual teams. Interscholastic competition is held in the following sports:

|                  | <b>SPORT</b>        | <b>LEVELS</b> |
|------------------|---------------------|---------------|
| <b>FALL:</b>     | Football            | V, C          |
|                  | Volleyball          | V, JV, C      |
|                  | Boys Soccer         | V, JV         |
|                  | Girls Soccer        | V, JV         |
|                  | Boys Cross Country  | V, JV         |
|                  | Girls Cross Country | V, JV         |
| <b>WINTER:</b>   | Boys Basketball     | V, JV, C      |
|                  | Girls Basketball    | V, JV, C      |
|                  | Wrestling           | V, JV         |
|                  | Boys Swimming       | V, JV         |
|                  | Girls Swimming      | V, JV         |
| <b>SPRING:</b>   | Baseball            | V, JV, C      |
|                  | Softball            | V,            |
|                  | Boys Tennis         | V, JV         |
|                  | Girls Tennis        | V, JV         |
|                  | Boys Track          | V, JV         |
|                  | Girls Track         | V, JV         |
|                  | Boys Rugby          | V             |
|                  | Girls Rugby         | V             |
|                  | Boys Water Polo     | V             |
|                  | Girls Water Polo    | V             |
| <b>ALL YEAR:</b> | Cheerleading        | V, JV         |

|            |       |
|------------|-------|
| Drill      | V, JV |
| Boys Golf  | V, JV |
| Girls Golf | V, JV |

St. Pius X also offers year around intramural program during the lunch hours.

## **STUDENT-ATHLETES:**

### **Responsibilities:**

The Athletic Department enforces a general set of rules and standards of behavior for all athletes who are members of a St. Pius X athletic team. These are on file in the athletic department office. In addition, a coach/moderator, with the approval of the Athletic Director, may choose to enforce a more stringent set of rules and standards of behavior.

St. Pius X Student-Athletes are representatives of the institution and should conduct themselves accordingly. With this in mind, student-athletes are required to:

- Read and understand the overall philosophy, mission, vision and goals of the St. Pius X Athletic Program.
- Strive to be a productive member of the St. Pius X community.
- Behave in a manner that will not embarrass themselves, their team, or St. Pius X High School. This includes conduct during the season, during the off-season, on campus, and off campus.
- Exhibit good sportsmanship at all times.
- Realize that it is an honor and a privilege to be on and represent a St. Pius X athletic team.
- Have medical clearance to participate.
- Be in good academic standing. (See requirements)
- Be in good disciplinary standing. No SARB probation, no more than one (1) Saturday School and no more than five (5) absences or detentions in one season.
- Meet all NMAA eligibility requirements.
- Inform parents or guardians of team rules, regulations, and practice times.
- Be at all practices and games on time, unless excused by the coach..
- Be responsible for all lockers, locks, equipment, and supplies.
- Follow all specific team rules, regulations, and guidelines.
- Follow all Athletic Department rules for all teams.
- Adhere to the responsibilities listed throughout this handbook.
- Abide by all policies, rules, and regulations as set forth in the **St. Pius X High School Student and Parent Handbook and those set forth by the NMAA.**
- Be role models for others in the school to follow and emulate.

## **DISCIPLINE**

**During the season, the designated coach of a particular St. Pius X athletic team is responsible for the discipline of the members of that team. The coach decides who will belong on the team, who will participate in any part of a game, match or meet, scheduled or not. The Coach is responsible for any matter associated with the athletic activities of the program.**

- The coach enforces school rules and sets an example for the team.
- The coach is responsible for overall team discipline, behavior and the atmosphere created by his/her team on and off the playing field or court. The coach administers appropriate disciplinary consequences when rules are violated.
- Additional disciplinary action may be taken at the discretion of the Director of Athletics, Dean of Students or Principal.
- Any discipline reports received from another institution, the NMAA, or the district pertaining to a St. Pius X athletic participant, coach or team will be referred to the Director of Athletics.

**Student-athletes will be suspended for one, or more, athletic contest(s) as determined by the Coach and/or the Director of Athletics for the following infractions:**

- Any ejection from a game. (This is mandated by the NMAA.)
- Any fighting whatsoever.
- Failure to obtain medical clearance to participate in athletics.
- Failure to comply with eligibility requirements including but not limited to Academic and Disciplinary policies.
- Any unsportsmanlike conduct which embarrasses St. Pius X High School during or after an event on or off campus.
- Any conduct whatsoever deemed to be embarrassing and detrimental to St. Pius X High School. The Head Coach and Director of Athletics will determine the gravity of the violation in consultation with the Dean of Students and Principal if necessary.
- Any negative conduct or violation determined by the NMAA and/or District 5AAAA to warrant a one game suspension.

Repeated violations of a serious nature may result in further game suspensions and possible termination from athletics.

If an athlete is terminated from a team for misconduct or academic reasons, or if a player voluntarily quits a team, after having been chosen for the team, he/she will not be allowed to participate in an upcoming sport until after the team's last regular season game. Participation in the next sport includes all preseason, season and postseason team activities. Exceptions may only be made by the Director of Athletics

### **PLAYING TIME:**

**Student–Athletes must understand that participation in an athletic program at St. Pius X High School is an honor and privilege. The C and JV teams are primarily developmental squads. While not all athletes can be guaranteed equal playing time at these levels, the main objective is to give as many student-athletes as possible the opportunity to gain experience and improve their skills.**

**We hope that our Varsity teams can be as competitive as possible without sacrificing fairness and sportsmanship. We want as many student-athletes as possible to get a chance to play at the varsity level. At the varsity level playing time is **NOT** a negotiable issue, **no one is guaranteed playing time**. The player and parents must understand this fact.**

**Playing time at any level is not guaranteed or negotiable.**

### **PARENTS AND SUPPORTERS:**

To be successful, St. Pius X High School student-athletes need the support and participation of their parents and fans. We are grateful for the support they give all of our athletic endeavors. Their attendance at athletic competitions encourages our athletes to do their best. Moreover, we appreciate the effort of those parents and supporters who help run such activities and events, such as Booster Club activities, concessions, ticket sellers and takers, scorers, and other various duties..

### **GENERAL PARENT REQUIREMENT:**

All parents must attend the **All Sports Parent Meeting on Wednesday, August 8 at 7pm in the Main gym**. This will be before fall sports tryouts. This is a mandatory meeting required by the NMAA. Tryout and Concussion forms will be handed out at the conclusion of the meeting. These forms are to be returned by Friday, August 10, 2018. If the forms are not turned by the first day of tryouts the student-athlete will be considered ineligible and pulled from trying out. This will also pertain to any student-athlete attending preseason workouts for winter and spring programs.

### **STANDARDS OF BEHAVIOR FOR PARENTS AND FANS:**

- Parents and fans shall exhibit good sportsmanship at all athletic events. Fighting, taunting, trash talking, harassment of officials or use of foul language are prohibited.
- Parents and fans are not allowed to approach a team bench to talk to a coach before, during or after an athletic contest about a concern they might have. To voice a concern, parents must call the coach for an appointment. This guideline will be strictly enforced.
- Anyone, including a parent/guardian or fan, who berates, insults, or abuses a teacher, administrator, coach or any person in attendance, will be excused from the event, home or away, and will be banned from the next event and possible future attendance.
- Anyone, including a parent/guardian or fan, which berates, insults or abuses a teacher,

administrator, coach or any person, at a St. Pius athletic function may cause the athlete associated with parent/guardian or fan to be terminated from the team and from participation in athletics at St. Pius X.

- Should the actions of a parent or guardian become so intolerable and disruptive that the effectiveness of the school, acting in “loco parentis” is diminished, it might necessitate the dismissal of the student-athlete from St. Pius X High School. The Director of Athletics shall be responsible for recommending dismissal or expulsion to the School’s Administration.

**St. Pius X parents and guardians must understand that participation in an athletic program at St. Pius X High School is an honor and privilege.**

**The C and JV teams are primarily developmental squads. While not all athletes can be guaranteed equal playing time at these levels, the main objective is to give as many student-athletes as possible the opportunity to gain experience and improve their skills.**

**We hope that our Varsity teams can be as competitive as possible without sacrificing fairness and sportsmanship. We want as many student-athletes as possible to get a chance to play at the varsity level. At the varsity level, playing time is **NOT** a negotiable issue, no one is guaranteed playing time. The player and parents / guardians must understand this fact.**

**Playing time at any level is not guaranteed.**

#### **GENERAL BEHAVIOR:**

- Parents and athletes are expected to abide by all policies, rules, and regulations as set forth in the 2018-2019 St. Pius X High School Student and Parent Handbook.
- Athletes are expected to be productive members of the St. Pius X Community and to make personal sacrifices for the good of the school.
- Playing sports at St. Pius X High School is an honor and a privilege.
- An athlete shall at all times behave in a manner that will not embarrass him or herself, his or her team, or St. Pius X. This includes conduct during the season, during the off-season, on campus, and off campus. Violation of this rule will subject the athlete to suspension from the team. The decision of the Head Coach and the Athletic Director is final.
- An athlete will exhibit good sportsmanship at all times. This mandate includes, but is not limited to, no fighting (whatever the provocation),

taunting, trash-talking, haranguing the referees, and foul language.

- A parent shall not approach a team bench or talk to a coach/moderator during, before, or after an athletic contest. If a parent needs to communicate a concern to a coach/moderator, he/she should call beforehand to make an appointment to see and talk to the coach/moderator, **the rule of “24”** or twenty-four hours after a concern has arisen. This guideline will be strictly adhered to and enforced.
- Under normal circumstances, a student is not to be deprived of a Catholic education on grounds relating to the attitude of parents/guardians; nevertheless, it is recognized that a situation could arise in which the uncooperative or disruptive attitude of parents/guardians might so diminish the effectiveness of the school in acting in "loco parentis" that continuation of the student at St. Pius X could be morally impossible. Any parent, guardian, or other person who insults or abuses any teacher, in the presence of other school personnel or students, at a place which is on school premises, or at some place where a teacher is required to be in connection with assigned activities.

**St. Pius X parents and guardians must understand that participation in an athletic program at St. Pius X High School is an honor and privilege. The C and JV teams are primarily developmental squads. While not all athletes can be guaranteed equal playing time at these levels, the main objective is to give as many student-athletes as possible the opportunity to gain experience and improve their skills.**

**We hope that our Varsity teams can be as competitive as possible without sacrificing fairness and sportsmanship. We want as many student-athletes as possible to get a chance to play at the varsity level. At the varsity level playing time is **NOT** a negotiable issue, no one is guaranteed playing time. The player and parents / guardians must understand this fact.**

**Playing time at any level is not guaranteed or negotiable.**

#### **ALCOHOL, DRUGS, AND TOBACCO PRODUCTS:**

Participating in interscholastic athletics at St. Pius X is a voluntary extra-curricular activity. It is also an honor and a privilege. When a student chooses and is selected to be a member of a St. Pius X team, that student realizes that he/she must abide by the Athletic Department's policy on alcohol, drugs and tobacco. A pledge to abide by our rules is especially serious because we are a Catholic institution.

An athlete, participating in a sport during pre-season, in-season or post-season at St. Pius X must abide by our rules governing the use of alcohol, drugs and tobacco.

- Any involvement with the **purchase, possession, distribution**, or the **use of alcoholic beverages, drugs, or tobacco products** during pre-season, season or post-season or summer, on or off school premises, will result in immediate suspension from participating in athletics.
- It is an athlete's **sole responsibility** to prevent these situations from occurring and to avoid situations that do occur. The Director of Athletics will make final determination of the extent of the involvement by the student-athlete and proper ensuing consequences.
- Athletes will also incur consequences set forth by St. Pius X High School policy.

### **CHAIN OF COMMAND:**

If a parent or student athlete has an issue that needs to be resolved they are to follow the following protocol or "chain of command"

- Coach or Head Coach
- Athletic Director
- Principal
- Superintendent

It is strongly advised that the parent or student athlete follow the "Chain of Command".

### **CO-ED PARTICIPATION IN CONTACT SPORTS:**

Athletics play an important role in the life of high school students. These programs are an extension of the mission of the school and the teachings of the Catholic Church. Both in school and in all extracurricular activities the development of appropriate, dignified and respectful forms of contact between male and female students is taught and encouraged. Certain sports are not conducive to fostering these behaviors. For this reason the Archdiocese of Santa Fe will not allow co-ed teams in the following contact sports: Wrestling, Tackle Football and Tackle Rugby.

The policies for these sports are as follows:

Wrestling:

- St. Pius X High School will not allow female students on the male Wrestling team.
- St. Pius X High School athletes will not be allowed to wrestle a female student from another school.

Tackle Football and  
Rugby:



- St. Pius X High School will not allow female students on the tackle football team or tackle rugby team.
- St. Pius X High School may play teams that allow female players. This policy applies only to St. Pius X High School; therefore, St. Pius X High School may play teams that allow female players.

### **GENERAL ELIGIBILITY:**

All parents must attend the **All Sports Parent Meeting** the week before fall sports tryouts (Wednesday, August 8). This is a mandatory meeting required by the NMAA. Tryout, Concussion and Athletic Handbook forms will be handed out at the conclusion of the meeting. These forms are to be returned Friday, August 10 before 4pm. If the forms are not turned by the first day of tryouts the student-athlete will be considered ineligible and pulled from trying out. This will also pertain to any student-athlete attending preseason workouts for winter and spring.

### **MEDICAL ELIGIBILITY:**

All student-athletes must have medical clearance to participate or compete in interscholastic athletics. The following statement from the New Mexico Activities Association Handbook;

**INTERSCHOLASTIC ELIGIBILITY: PHYSICAL FITNESS** The student must be physically fit. The fitness must be based on a physical examination of the Student occurring on or after May 20th and must be verified in writing by a licensed medical / osteopathic physician / physician assistant or nurse practitioner to the extent authorized by their practice act and licensing authority. The physical is considered valid through the following school year. A student must have a current physical on file for any participation outside of the school day (pre-season, in-season, off-season, summer). The certificate of examination must be on file in the member school office. This requirement also applies to cheer and drill participants.

Before the start of preseason, season, post-season workouts for the various teams, the student athlete must have his / her physical form packet to the school nurse for review. The Athletic Trainer will maintain a current list of those student athletes medically eligible to participate.

### **ACADEMIC ELIGIBILITY:**

To be eligible for participation/performance in sports (both in season and pre/post season) and extra-curricular and co-curricular activities (including, but not limited to, visual/performing arts productions, DECA, MAH, ACADEC, etc.) sponsored by St. Pius X, a student must abide by scholastic requirements as defined by St. Pius X.

**1st Quarter and 3rd Quarter Grades:** To be eligible to participate in sports, extra-curricular and co-curricular activities for the following quarter, a student must have no incomplete grades, no F's and a GPA of 2.0 or better for the 1st or 3rd quarter. A student who does not meet these

requirements will remain ineligible until the end of the semester. The eligibility of students who have one or more incomplete grades is determined after all course work is completed (all incompletes must be cleared within 2 weeks after the end of the grading period).

Any student who has an established Accommodation Plan at St. Pius X will be individually evaluated for eligibility.

**End of Semester Grades:** To be eligible to participate in sports, extra-curricular and co-curricular activities for the following quarter, a student must have no incomplete grades, no F's and a GPA of 2.0 or better for the 1st or 2nd semester. A student who does not meet these requirements will remain ineligible until the end of the next quarter, at which the student's eligibility will be re-evaluated. Grades earned in summer school may not be used to boost GPA in order to become eligible for the fall semester.

Any student who earns one F for the 2nd quarter, has no 1st semester failures, and whose 1st semester GPA is above 2.0, will be ineligible for ten school days. At the end of the ten-day period, the Assistant Principal, Academics, will ascertain if the student has improved his/her work to a satisfactory level. If not, a final check will be made 5 school days later to determine eligibility. Any student who earns more than one F for the 2nd or 4th quarter, has no semester failures, and whose semester GPA is above a 2.0, will be ineligible for the next quarter. Any student who earns one F for the 4th quarter, has no 2nd semester failures, and whose 2nd semester GPA is above 2.0, will not be allowed to participate in any summer team activities but will be allowed to try out for and participated in fall sports or extra- curricular or co-curricular activities.

The eligibility of students who have one or more incomplete grades is determined after all course work is completed (all incompletes must be cleared within 2 weeks after the end of the grading period).

Any student who has an established Accommodation Plan at St. Pius X will be individually evaluated for eligibility.

If an athlete is asked to leave a team before the end of the season for failure to maintain academic eligibility, he/she will not be allowed to participate in end of season activities. He/she will not be allowed to participate in an upcoming sport, until after the last regular season game of the team from which he/she was dismissed. This includes official NMAA preseason workouts and tryouts.

### **ATHLETIC EQUIPMENT:**

Only student-athletes, cleared to participate medically and academically, are issued equipment. The Athlete is responsible for providing proper care and storage for all equipment and uniforms issued to him/her. **At the end of the season, these, regardless of condition, must be returned within one week.** The athlete will be charged for all equipment not returned or damaged. Until the items issued are returned or paid for, the student-athlete will not be allowed to participate in another sport. Further, it could result in the student-athlete not being able to register or graduate.

## **ATHLETIC LOCKERS:**

Athletic lockers will first be issued to Varsity athletes. If some remain, non varsity athletes may then request one. These lockers are to be used only during the season. **Once the season ends, lockers must be cleared within one week.** At the conclusion of the season, the Athletic Department will remove locks remaining on the lockers and contents after one week. The Assistant Director of Athletics is responsible for the assigning and supervision of lockers.

## **WEIGHT ROOM AND WEIGHT EQUIPMENT:**

The use of the weight room and its equipment will be coordinated by the Athletic Director and SteadFast Performance. Coaches wishing to schedule time in the weight room need to do so with SteadFast Performance and the Athletic Trainer (Juanita Marquez) who manages the Calendar.

The following guidelines apply to the use of the weight room and its equipment:

- Coaches can concurrently with their teams however this workout will be created, monitored and ran by SteadFast Performance.
- Proper attire must be worn in order to use the weight room. (no jewelry)
- Student-athletes should not be left in the weight room at any time without adult supervision (specifically SteadFast Performance).
- Everyone in the weight room should be on a mandated workout. No one should ever be loitering in the weight room.
- Prudent Exercises and Proper Technique
  - A workout should be set up for every student-athlete, with safety in mind. Proper technique in all weight-training exercises should be talked about and thoroughly demonstrated. Student-athletes should be instructed in proper spotting techniques.
  - Spotters should always be used in any free-weight exercise.
- Removing Weights
  - Weights should never be left hanging on bars.
- Storage
  - All weights and dumbbells should be stored on racks and not left on floors or against walls.

## **ATHLETIC SCHEDULES:**

The Director of Athletics is responsible for scheduling all athletic contests. Coaches are asked to submit in writing any request they may have concerning scheduling days of the week, times of the day, adding new teams, dropping certain teams and tournaments. In developing their schedule, coaches are encouraged to make initial contacts with teams of other schools. However, the Director of Athletics will make all final decisions and sign all agreements or athletic contracts regarding athletic schedules.

Unless the Principal has granted an exception, there will be no games or practices scheduled on

Sundays, Thanksgiving Day, Christmas Day, Good Friday and Easter Sunday.

### **SEASONAL CALENDAR:**

In order to avoid conflicts and coordinate events, a Master Calendar with all athletic contests, practices, scrimmages and special school events, will be provided by the Athletic Department Office.

Coaches should give a calendar of all practices and games to the members of the team and their parents. A copy will be on file with the Athletic Department Administrative Assistant. Team members, parents, the Athletic Department Office should be notified immediately if there are any changes.

When different teams share the same facility (i.e., the main gym), the coaches involved and the Director of Athletics will determine fair and equitable usage. Facilities are generally scheduled month to month with appropriate calendars being posted about a week ahead of time. Requests for use of athletic facilities need to be submitted well in advance to the Director of Athletics.

During the week, facilities are generally used for athletics from 3:30 to 9:30 pm, depending on the season. Coaches need to keep in mind the educational needs of their student-athletes when planning practice sessions.

At unusual times, such as weekends and holidays, the scheduling of practices must be done after consulting with the Director of Athletics. Parents and athletes must be informed well in advance of these practices at unusual times so they can plan ahead.

Coaches need to inform the Athletic Department Office immediately if they have canceled practices so that others may use the facilities.

### **TRANSPORTATION:**

Out-of-town team trips, head coaches and their assistants must follow these guidelines:

- Coaches shall receive the Bus Spot Time request form from the Director of Athletics. They will verify and return the form with in one week of receiving the Bus Spot Time request.
- **Coaches will require proper attire (student-athletes may wear either their school uniform, team uniform or team sweats) and maintain discipline, manners, and cleanliness on all vehicles used for away trips.**
- If the team will miss school, coaches must turn in a list of the student athletes to the Athletic Department Administrative Assistant at least one week in advance.

**N.B.** The school's insurance policy does not cover vehicles driven by parents or student-athletes to school functions, nor does it cover school athletes being transported by parents. Liability would rest on the insurance carried by the parent.

## **ATHLETIC BOOSTER CLUB:**

It is the responsibility of the Head Coach to encourage the parents of his/her athletes to participate in Booster Club activities. **Each coach shall choose a Booster Club representative who is a registered member of the Booster club to attend all meetings.** In general, these meetings take place on the fourth Wednesday of every month at 6:30 PM in the St. Francis Conference Room (RM 113). It is very important that a team representative be present at all meetings so as to be able to vote on important motions that might be made at these meetings.

One third of the proceeds from a booster club membership sold during the school year are designated to a particular team or can be divided among two different teams in keeping with the wishes of the enrolling member. Athletes and coaches should encourage the parents and fans of their teams to join the Booster Club. The Athletic Booster Club raises money for all of the athletic teams in various ways. Parents and fans of each team are encouraged to assist the Athletic Booster Club in all fundraisers, which include, but are not limited to the following:

- **Homecoming:** The Booster Club helps sponsor the annual Homecoming football game.
- **Sartan Shop:** Sartan Shop sales include shirts, sweatshirts, hats, PE and School uniforms.
- **Golf Tournament:** The annual SPX Open helps support all the athletic programs.

## **HAZING:**

Hazing is the **unacceptable** practice of initiating team members by means of an act that could be dangerous, humiliating, physically or emotionally abusive or illegal. Sanctions resulting in suspension or termination will be imposed on participants and/or coaches who participate or do not stop hazing from occurring.

## **TEAM SELECTION AND CUTS:**

**No student athlete, no matter how many years or at what level he/she has participated in the past, is ever guaranteed a spot on a team at any level. Every student athlete is required to try out every year.** Cuts are made in many programs, and the final decision is made by the head coach and this decision is final. Any athlete has the possibility of being cut, and every student athlete may be expelled from any athletic program at any time for the violation of school and/or team rules.

The Head Coach and his/her assistants are responsible for the selection of and cutting of student athletes in their programs:

## **PRACTICE PROCEDURES:**

During a practice session, the Head Coach and his/her assistants and student athletes must follow these guidelines:

- Check with the athletic office that all athletes in their programs are generally, medically and academically eligible.
- Supervise and secure all areas after student athletes have reported to their designated areas.
- Make sure that all student athletes are properly dressed and equipped prior to practice.
- Make sure that all student athletes are medically fit to participate; refer any injury immediately to the Athletic Trainer.
- **Prepare meaningful practice sessions that start and end on time and that do not exceed two and a half (2-1/2) hours, unless pre-approved by the Athletic Director.** Constructive practice sessions are vital to any successful program. Each practice session should be full of positive teaching, demonstrations, repetition, reinforcement, and enthusiasm.
- **NO practice sessions are allowed on Sundays or Religious Holidays** unless approved by the Athletic Director and the Principal.
- Notify, as soon as possible, all athletes and parents, the Athletic Director, and the Athletic Trainer if an extra practice session has been scheduled (mornings, Saturdays, etc.).
- Supervise all areas after the conclusion of each practice session. Make sure that all athletes are picked up after practice; that no student-athlete is waiting alone at school or at the practice venue.
- Secure all doors and lights after all student athletes have gone home for the day or night.
- Do not wear cleated shoes in the gymnasium/locker areas.
- Student-athletes who miss any school obligation may not participate in practice, games or team meetings on that same day unless permission is given by the Athletic Director.
- A student-athlete who is un-excused from a class(s) and participates in that day's game practice or team meeting will sit out the next game or practice unless excused by the Director of Athletics.

### **ATHLETIC POLICY FOR PRACTICES DURING THE CHRISTMAS AND SPRING BREAK:**

Practices may be scheduled by coaches and directors during these holidays if the team has an official competition within one week of the time that we return from the holidays.

**TEAM COMPETITIONS:** The programs require teamwork. In order for the team to perform at its best, those who participate must have learned how to effectively work together so they can function as a unit. Conditioning is usually an important component as well.

Parents are free to take their children on family trips during this holiday season. If a student is going to miss a practice or practices during the holiday, an Athletic Leave Form must be completed and returned 3 school days before the beginning of the Christmas or Spring break. (This can be obtained from the Athletic Office) Missing practice will mean that the student will have missed the opportunity for conditioning and to learn and practice with the team. Because of

this reality, upon return the student will need time to catch up with the rest of the team. Students may not start in a game/competition, or they may be not play/compete at all until the coach/moderator determines that they have mastered the material and regained the conditioning that is needed. This is a result of being absent, it is not a punishment.

Students who remain in town for the holidays are expected to attend all practices.

**INDIVIDUAL COMPETITION:** (i.e. swimming, tennis, track) these programs require that a student maintain a rigorous practice schedule in order to maintain or further the skills and the conditioning that are needed to participate in the competition.

Parents are free to take their children on family trips during this holiday season. If a student is going to miss a practice or practices during the holiday, an Athletic Leave Form must be completed and returned 3 school days before the beginning of the Christmas or Spring break. (This can be obtained from the Athletic Office) It is conceivable that a student can maintain a rigorous practice and conditioning schedule and be ready to compete upon return. Coaches will use time-trials and other tests to determine the student's readiness and will make a determination regarding participation based on the performance standards. Students will be given the performance standards in writing by the coach/moderator before the Christmas vacation begins. If a student is not allowed to compete or perform it is because they have not met the pre-established criterion. This is a result of being absent but it is not a punishment. Students who remain in town for the holidays are required to attend all practices.

#### **GAME DAY PROCEDURES:**

##### **Arrival at Game Site:**

All athletes shall make the necessary arrangements to arrive at the game site, either home or away, at least forty five (45) minutes before game time or earlier if the coach instructs. This should allow for proper warmup and pre-contest preparation.

##### **TEAM TRIPS:**

Student athletes look forward to team trips. They are often the highlight of the season. Therefore, they should be planned with the utmost care and attention. Always keep in mind that the safety and welfare of our student athletes should be the most important consideration.

##### **Coaches will follow the following guidelines:**

- Only student athletes and staff are permitted to travel with the team. Exceptions to this rule must be obtained in writing from the Director of Athletics.
- Travel by teams to out of town games or contests will be by legitimate public carriers.
- Generally, coaches travel with the team to contests and return with the team back to school. If arriving back late, coaches must make certain that all athletes are picked up.  
**Do not leave student-athletes waiting alone at school!!!!**

- Under no circumstances shall teams travel out of town unless a member of the school's staff accompanies them on the trip. Coaches must insist on proper attire and maintain discipline, manners, and cleanliness on all vehicles used for away trips.
- If a contest is being played locally, student-athletes may meet the team at the game site if early dismissal is not required. Parents must make transportation arrangements to these local games for their children.
- **Student-athletes will be dressed in their school uniform, team uniform or team apparel on all trips.**
- **PARENTAL RELEASE:** Under special circumstances and with the written permission of the Head Coach and the Director of Athletics, an athlete may be released to the care of his/her parent(s) after an out of town game. For instance, an athlete who resides in Los Lunas and who wishes to go home with his/her parent after a contest in Los Lunas. **The request must be submitted 24 hours before the contest. The athlete will be released to the parent(s) of that athlete ONLY.**
- **For District Tournament and State,  
NO PARENTAL RELEASES WILL BE ISSUED.**

#### **OVERNIGHT TRIPS:**

The Director of Athletics will determine whether a scheduled trip requires an overnight stay. If it does, he/she will work with the coaches in planning and organizing these overnight trips. The Athletic Department Administrative Assistant may assist the Head Coach in making final arrangements. This includes vehicle rental, accommodations, meal monies, petty cash etc. Coaches are responsible for keeping all receipts for proper reimbursement from the business office. All overnight forms are to be turned into the Director of Athletics three (3) weeks before the event so that signatures from the Dean of Students, Assistant Principal of Instruction, Principal and Superintendent can be done. **NO TRIP may take place without the overnight trip forms completed and signed by all parties.**

Violation of the St. Pius X High School and Athletic Department Policy in regard to Alcohol, Drugs, and Tobacco Products will result in immediate disciplinary action **including termination from the team**; sending the athlete back home by public transportation or by arrangements made with the parents. Any other violation of school rules or athletic department rules deemed by the Head Coach to merit immediate termination will also subject the athlete to his/her being sent back home early by public transportation or by arrangements with the parents.

- Parents will be properly notified before the athlete committing a serious is sent home early and at the parent's expense.
- Parents will be required to sign a permission form that acknowledges this possibility if a serious violation occurs.
- When on away and overnight trips, the head coach and his/her assistants who are in



charge of supervision of student-athletes will refrain from the use of alcohol, drugs, and tobacco products. Such a violation will result in immediate disciplinary action.

- The Head Coach will report any and all rule infractions to the Director of Athletics at the earliest opportunity upon returning from the athletic trip.

In general, the above rules and regulations apply to hosting a team from out of town or out of state. The Head Coach must take the utmost care in planning and organizing the hosting of visiting teams. Supervision, graciousness, and sportsmanship must be exercised at all times and St. Pius X High School must be presented to our visitors in the best possible light.

Failure of coaches and/or athletes to comply with these regulations and guidelines will result in immediate disciplinary action which may include dismissal from the team and or the school

### **PRESENTATION OF AWARDS:**

At the end of each team's season, there may be an awards banquet. It is the responsibility of each team to arrange the banquet with the help of the Athletic Department Administrative Assistant. **All banquets must be approved by the Director of Athletics.** Student-athletes will receive awards if they have met the standards established by the Head Coach prior to the beginning of the season. These standards have been outlined in the team rules and regulations.

The Head Coach will do his/her utmost to keep the banquet under two hours long. If any films, slides or video are to be shown the Athletic Department must be notified. The Athletic Administrative Assistant is responsible for ordering and preparing all letters and awards.

### **END OF SEASON PROCEDURES:**

**NOTE:** Student athletes who do not turn in all school issued equipment will not receive a letter or other awards. They will not be permitted to participate in any other program. Grades, transcripts, or diplomas will be withheld until all school issued equipment has been turned in or paid for in full.

## **EMERGENCY RESPONSE PLAN**

➤ The following plan shows how the St. Pius X High School Athletic Training staff and coaches are to handle an emergency situation on their campus. This plan will be followed for those athletes who are:

- Unconscious
- Bleeding severely
- Suffering from a severe fracture/obvious deformity
- Not breathing
- Experiencing a seizure
- Suffering from a head/neck injury

- During the event of an injured athlete the following steps will be taken if Athletic Trainer is present
  - Athletic Trainer will proceed as trained
  - Evaluate injury
  - Provide treatment
  - Call 911 if injury requires that course of action
  - Notify Parent
  - Notify Principal and other appropriate school administrators
  - Complete and file all necessary reports
  
- During the event if an injured athlete the following steps will be taken if the Athletic Trainer is not present
  - Coach is responsible for athlete care and will provide treatment that he/she has been trained to provide (basic first aid and CPR)
  - Call 911 if necessary
  - Notify parent/guardian
  - Notify Athletic Trainer
  - Notify principal and other appropriate school administrators
  - Complete and file all necessary reports
  
- Response Mechanisms
  - Athletic Trainers are at all home high school contests.
  - The Athletic Trainer assumes responsibility until the EMS arrives.
  - Coaches will receive training in emergency procedures.
  - On occasions when the athletic trainer is not available, the coach will handle medical emergencies until EMS arrives and assumes responsibility.
  - Athletic trainer and coaches should know where the nearest phone is located and the quickest way EMS can get to the injured athlete.
  
- Readiness for Emergencies
  - All means of handling emergencies are to be present: equipment, supplies, etc.
  - Complete Emergency Medical forms must be available.
  - Coaches, trainers, administrators must know location of nearest phone, address and phone number of school, and location of practice or athletic events

#### Introduction

- Emergency situations may arise at any time during athletic practices and events. Expedient action must be taken in order to provide the best possible care to the athletes in emergency and/or life threatening conditions. Preparation for emergency and/or life threatening conditions involves formulation of an emergency action plan, proper coverage of events, maintenance of appropriate emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in the area of emergency response. Through careful pre-participation

physical screenings, adequate medical coverage, safe practice and training techniques and other safety avenues; potential emergencies may be averted. However, accidents and injuries are inherent with sports participation. Proper preparation on the part of the St. Pius X Athletics will enable each emergency situation to be managed appropriately.

#### Emergency Action Plan Personnel

- The first responder to an emergency situation is, typically, a member of the athletic training, coaching, or physician staff. Certification in cardiopulmonary resuscitation (CPR), automated external resuscitation (AED); first aid, prevention of disease transmission, and Emergency Action Plan review is required for all St. Pius X Athletic personnel associated with practices, competitions, skills instruction, and strength and conditioning.

#### Basic Emergency Response Team

- Certified Athletic Trainer
- Team Physician (if present)
- Emergency Medical Technician
- Athletic Training Student
- Coach

#### Basic roles of the emergency response team

- Immediate care of the athlete: The most qualified individual on the scene should provide or direct acute care. Individuals with lower credentials should yield to those with more appropriate training.
  - Life Threatening: EMS personnel; team physician; certified athletic trainer; coach
  - Orthopedic: Team physician; certified athletic trainer; coach
  - Medical: Team physician; certified athletic trainer; coach
- EMS activation: This should be done as soon as the situation is deemed an emergency or a life-threatening event. Activating the EMS system may be done by anyone. However, the person chosen for this duty should be someone who is calm under pressure and who communicates well over the telephone. This person should also be familiar with the location of the injured person and the facility.
- Equipment retrieval: Is done by a person who is familiar with the type and location of the specific emergency equipment needed.
- Directing EMS to the scene: One person should be responsible for meeting emergency medical personnel as they arrive at the facility. This person should have keys to any locked gates or doors and should know the fastest access to the emergency scene.
- Emergency Communication: Access to a working telephone, fixed or mobile, should be available during any team workout. The communications system should be checked prior to each practice or competition to ensure proper working order. A back-up communication plan should be in effect should there be failure of the

primary communication system. The most common method of communication is a cellular phone. At any athletic venue, whether home or away, it is important to know the location of a workable telephone. Pre-arranged access to a phone should be established.

- Emergency Equipment: All necessary emergency equipment should be at the site and quickly accessible. Personnel should be familiar with the function and operation of emergency equipment on site. Equipment should be in good operating condition and checked on a regular basis. Equipment will be appropriate for the sport and venue.
- Transportation: EMS units and personnel (or equivalent) will be at only be present at football events. Advanced Life Support equipment and trained personnel are available with the unit.

#### Conclusion

- The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. An injured person's survival may hinge on the training and preparedness of St. Pius X Athletic personnel. The Emergency Action Plan should be reviewed at least once a year with all athletic personnel. Through development and implementation of the emergency plan, the St. Pius X Department of Athletics ensures that student athletes will have the best possible care when an emergency situation does arise.

## **WEATHER**

### **Severe Weather Policy**

#### Lightning

1. If a severe weather watch or warning is issued you should not be outdoors. St. Sebastian Gymnasium is equipped with a WeatherBug monitor, this monitor will notify personnel with a single horn sound that lightning is critically close and all personnel should seek shelter.
2. If a warning is issued, immediately evacuate all personnel to a safe structure. If on campus use the main or auxiliary gym located in St. Sebastian Gymnasium. If off campus, identify a safe structure to move your team / athletes to.
3. Remain in those structures until the Athletic Training staff have issued an all clear to resume outdoor activities.
4. Be aware of how close lightning is to your practice area. Use the "Flash to Bang" method if you are not on campus
5. Count the number of seconds between the flash and noise divide by 5 and that tells you how close the lightning is to your area.
6. The National Severe Storms Laboratory strongly recommend that if the "Flash to Bang" is 30 seconds, all personnel should go to a safe structure or site.

#### Heat Stress/ Heat Exposure

- In accordance with the NATA's Position Statement of Exertional Heat Illness the St. Pius X Sports Medicine Team will follow the recommended practices of:
  1. A pre-participation physical, and subsequent annual health appraisal, will be

- completed prior to the start of conditioning sessions or any practice sessions.
2. Frequent rest periods will be scheduled during periods of high heat/humidity intensity
  3. Access to hydration and shade will be made readily available

## **Ben Rios, Coors Field, Softball and Baseball** **Emergency Action Plan**

### Emergency Response Personnel:

- Certified athletic trainer available or on site for events and practices
- Athletic training student on site for events and practices
- EMS (advanced life support) on site or on call for events
- Physicians on site or on call for events

### Emergency Response Communication:

- Fixed telephone line located in Athletic Training room located in St. Sebastian Gymnasium
- Cell phone – Juanita Marquez Athletic Trainer

### Emergency Response Equipment:

- Supplies (trauma kit, splint bag, spine board) maintained in Athletic Training Room located in St. Sebastian Gymnasium
- AED located in St. Sebastian Gymnasium, Athletic Trainer also carries a portable AED during athletic events and practices

### Roles of First Responders:

- Immediate first aid care of the injured or ill student athlete
- Activation of emergency medical system: Call 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as requested)
- Direction of EMS to scene:
  - Enter campus from Coors and St. Joseph's Dr. NW
  - Enter the building on south side, there will be a black roll gate that must be opened for EMS, security will meet EMS at gate and direct them to the appropriate field
  - Emergency equipment retrieval

### Roles of Event or Coaching Personnel:

- Maintain spectator control
- Escort family members to the medical facility or to a private area

### Roles within the Emergency Response Team:

- Immediate first aid care of the student athlete
- Emergency equipment retrieval
- Activation of the Emergency Medical System

- Direct EMS to scene
- Spectator, media and family member control

Activating the EMS System:

- Call: 911
- Provide Information:
  - Name, address, telephone number of caller
  - Number of injured individuals
  - Condition of injured individuals
  - First aid treatment initiated by first responder
  - Specific directions to facility and location within facility of injured person
  - Other information as requested by dispatcher
  - Direct EMS to scene

Basic Emergency Response Team:

- Emergency Medical Technician
- Physician
- Certified Athletic Trainer
- Athletic Training Student
- Coach
  - The most qualified individual on the scene should provide/direct acute care. Individuals with lower credentials should yield to those with more appropriate training.

## **St. Sebastian Gymnasium** **Emergency Action Plan**

Emergency Response Personnel:

- Certified athletic trainer available or on site for events and practices
- Athletic training student on site for events and practices
- EMS (advanced life support) on site or on call for events
- Physicians on site or on call for events

Emergency Response Communication:

- Fixed telephone line located in Athletic Training room located in St. Sebastian Gymnasium
- Cell phone – Juanita Marquez Athletic Trainer

Emergency Response Equipment:

- Supplies (trauma kit, splint bag, spine board) maintained in Athletic Training Room located in St. Sebastian Gymnasium
- AED located in St. Sebastian Gymnasium, Athletic Trainer also carries a portable AED during athletic events and practices

Roles of First Responders:

- Immediate first aid care of the injured or ill student athlete
- Activation of emergency medical system: Call 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as requested)
- Direction of EMS to scene:
  - Enter campus from Coors and St. Joseph's Dr. NW
  - Enter the building on south side, there will be a black roll gate that must be opened for EMS, security will meet EMS at gate and direct them to the appropriate location
  - Emergency equipment retrieval

Roles of Event or Coaching Personnel:

- Maintain spectator control
- Escort family members to the medical facility or to a private area

Roles within the Emergency Response Team:

- Immediate first aid care of the student athlete
- Emergency equipment retrieval
- Activation of the Emergency Medical System
- Direct EMS to scene
- Spectator, media and family member control

Activating the EMS System:

- Call: 911
- Provide Information:
  - Name, address, telephone number of caller
  - Number of injured individuals
  - Condition of injured individuals
  - First aid treatment initiated by first responder
  - Specific directions to facility and location within facility of injured person
  - Other information as requested by dispatcher
  - Direct EMS to scene

Basic Emergency Response Team:

- Emergency Medical Technician
- Physician
- Certified Athletic Trainer
- Athletic Training Student
- Coach
  - The most qualified individual on the scene should provide/direct acute care. Individuals with lower credentials should yield to those with more appropriate training.

# SIGNATURE PAGE

I acknowledge that I have read, understand and will abide by the guidelines set forth in the Parent and Student Athlete Handbook for the 2018-19 school year.

---

Student-Athlete Printed Name

---

Student-Athlete Signature

---

Parent Signature

---

Date