

# ATHLETIC MANUAL

## 1. Purpose of the Athletic Manual

The purpose of the St. Mary Athletic Manual is to provide a basic framework for the continued development, organization, and understanding of the St. Mary athletic program. For any organization or business to be successful, there must be a set of written guidelines that the people involved (administrators, coaches, students, and parents) are aware of, have access to, and understand.

## 2. Sportsmanship

**A.** It is expected that all athletic activity involving St. Mary students be characterized by the fullest and most cordial spirit of Christianity and be in conformity with the Mission Statement of the St. Mary School System. Plainly, it is ever our intent to welcome our competition and demonstrate to them at all times the warm and friendly spirit which is our calling and our tradition.

**B.** The values of sportsmanship in a Catholic school system are reflected in the conduct of all who belong, or are associated with that system: students, faculty, administration, cheerleaders, players, coaches, and parents. To wear the name of St. Mary on a uniform, or any other piece of clothing, obliges the wearer to be conscious of, and committed to, the good name of St. Mary. In other words, those who represent St. Mary, on and off the playing arena, are expected to display the kind of self-discipline that exemplifies Christian values. Therefore, the active expectations include, but are not limited to, the following.

**C. Faculty/Administration** are encouraged to show support for St. Mary teams by:

- 1) Attending athletic contests as much as possible.
- 2) Encouraging students to cheer positively.
- 3) Setting a good example of sportsmanship in their behavior and speech.

**D. Coaches** set a good example of sportsmanship by:

- 1) Teaching players to play their best within the rules of the game.
- 2) Giving example of self-control in their behavior and speech during a contest.
- 3) Teaching and demanding self-discipline from their players.
- 4) Being positive and constructive in their relationships with their players.
- 5) Being respectful to game officials, opposing coaches and players.

**E. Parents** show support for St. Mary teams by:

- 1) Attending athletic contests.
- 2) Supporting the ***team*** with positive cheering.
- 3) Providing an example of self-discipline and control in their behavior and their speech.
- 4) Refraining from going onto the playing arena or into the dressing area unless invited to do so by a game official or coach.
- 5) Being respectful of game officials, coaches and players, and fans.
- 6) Always encouraging St. Mary players to do their best.

- F. Players** show good sportsmanship by:
- 1) Playing hard to the best of their ability.
  - 2) Abiding by the rules of the game.
  - 3) Controlling their behavior and speech before, during, and after a contest.
  - 4) Being committed to do what the coach tells them and not worry about the behavior of others.
  - 5) Being respectful to game officials, coaches, teammates and opposing players.
- G. Cheerleaders** display good sportsmanship by:
- 1) Developing cheers and routines that positively encourage St. Mary players to do their best,
  - 2) Avoiding cheers that put down opposing players or fans.
  - 3) Choosing the proper times to cheer for best effect on our own players.
  - 4) Being courteous and friendly with opposing cheer leading squads.
  - 5) Being respectful to game officials.
- H. Students** show positive support for St. Mary teams by:
- 1) Attending athletic contests.
  - 2) Cheering for the team in a positive manner at all times.
  - 3) Being gracious in victory or defeat.
  - 4) Refraining from cheers that put down the opposing team or any of its members or followers.
  - 5) Being respectful to game officials.
- I.** The behavior of a true Christian is **ALWAYS POSITIVE**. It is a behavior that encourages, congratulates, applauds, reconciles differences, and rejoices in victory without demeaning the defeated.

### 3. Eligibility Requirements of Student Athletes

Athletes with a failing grade will be placed on Academic Probation and will be ineligible to play, practice, or participate in extracurricular activities. Please refer to the Family/Student Handbook under "Academic Probation and Scholastic Eligibility for Extracurricular Activities."

### 4. St. Mary Viking Athletic Conduct Code

- A.** In any sport, practice is essential. Therefore, athletes are expected to attend practice regularly. In the case that an athlete needs to miss practice or a contest, the coach must be notified, and an adequate explanation must be given. Unexcused absence from practice will result in disciplinary action.
- B.** Have a purpose when you practice. Most of you will only have four years to participate in organized athletics. Your career is short! Work hard!
- C.** Athletes must be in attendance a **minimum** of half a school day on the day of a sporting event in order to participate. Athletes are expected to be in class at regular time the day following a sporting event.
- D.** Be the best student that you can possible be. Athletes are leaders in school. Leaders lead by example.

- E.** Treat all faculty and staff members, coaches, managers, officials and teammates with respect.
- F.** Obey team dress codes for games and wear uniforms in the manner they were designed. Dress neatly. Practice attire should reflect our Christian atmosphere.
- G.** Refrain from the use of alcohol, drugs and tobacco products. An athlete's body should be clean inside and out. It is impossible to achieve peak performance with foreign chemicals in your body.
- H.** Be on time for all games and practices. Players should be ready to leave for games at scheduled times. For practices, players should arrive at least 15 minutes prior to practice starting.
- I.** Accept constructive criticism from your coaches.
- J.** Follow instructions on the use and care of your uniform. Be responsible for returning the uniform at the end of your season.
- K.** These rules regarding conduct of student athletes are put in place to ensure that our athletic program is one that represents the values of CHRIST. We expect all of our athletes to compete to the best of their abilities with the intention of being successful. We also expect our athletes to represent St. Mary as fine young men and women.
- L.** Failure to adhere to any and all of these expectations may result in disciplinary action. **It is the job of the coach to ensure that his/her team operates under these basic rules and regulations.** If a coach has a discipline problem with a student athlete that he/she cannot fully address, the coach should first consult with the Athletic Director before making any other decisions. The Athletic Director, in consultation with the Principal, may revoke a student athlete's eligibility for not conforming to the conduct code.

## **5. Duties And Responsibilities**

### **A. Athletic Director**

- 1) Oversees the entire athletic program.
- 2) Supervises all coaches and assists them in scheduling and contracting all athletic contests. All contracts for athletic contests must be signed by the Athletic Director and/or principal.
- 3) In conjunction with the administration and the Athletic Booster Club, makes plans for transportation, security, press and radio accommodations and other necessary arrangements for the proper functioning of athletic contests.
- 4) Insures the compatibility of the coaches on the athletic staff, school "feeder" program and Church League Basketball.
- 6) In conjunction with respective coach, is responsible for purchasing, tracking, collecting, and storing all uniforms and equipment.
- 7) In consultation with the administration, coordinates and approves any use of the gyms, baseball and soccer fields by students and outsiders.
- 8) Arranges practice times in the high and elementary school gyms for both boys' and girls', high and middle school basketball teams and the Church League teams in the elementary school gym.
- 9) Is responsible for checking on the academic standing of all student athletes.
- 10) Advises and recommends to the administration on the hiring of

coaches, assistant coaches, sponsors and all other personnel associated with athletics.

11) Keeps an updated list of coaches, assistant coaches, and volunteers for the principal, director, and finance office.

12) Prepares and maintains a budget for the entire athletic program.

13) Coordinates the Sports Awards Programs for all athletes.

14) Supervises the payments to officials and umpires of varsity sports competition (e.g., basketball, soccer, baseball).

15) Prepares medical kits for each sport.

16) Schedules and oversees the annual physical night for all athletes.

## **B. Coaches**

1) St. Mary High School and Middle School represent the values and attitudes of CHRIST. Therefore, let us as teachers/coaches display these within ourselves and our teams.

2) Coaches report directly to the Athletic Director. Coaches must submit their policy/procedure/expectations for the team to the AD at the start of the season.

3) Varsity coaches are required to attend and represent St. Mary High School at the rules clinic and scheduling meeting for his/her sport. If a coach is unable to attend, contact the Athletic Director, to ensure that St. Mary will be represented.

4) Varsity coaches must hold current first aid certification and must attend a biannual Sports Medicine Symposium sanctioned by the KHSAA.

5) Coaches are responsible for uniform distribution and collection. A "Uniform Listing Form" is available to coaches to assist them in this process. All uniforms must be turned in for storage two weeks after the final contest. Final payment of coaches' increment will not occur until the coach has verified to the Athletic Director that the uniforms have been returned. If the coach has a problem with a student not returning his/her uniform, or with any other rules or disciplinary problems, he/she must let the Athletic Director know immediately.

6) It is the coach's responsibility to organize a parent/student athlete organizational meeting prior to the start of the season. Expectations for the season, policies and procedures for practices and games, as well as practice and game schedules should be distributed.

7) The coach must organize and arrange for transportation of his/her athletes to and from contests. **Under no circumstances** should an athlete drive to or from a contest outside of McCracken County. Driving to a contest in McCracken County is permitted if the student leaves from home after regular dismissal from school.

8) It is the coach's responsibility to secure the coach's office, equipment storage room (cage), and all other doors after practices and games. Please turn off all lights.

9) Coaches are responsible for locker room and cage maintenance during his/her season.

10) Coaches are to be in the weight room supervising the athletes when the weight room is in use. Under no circumstance is a student to be unattended by an adult while using the weight room.

11) Coaches are responsible for making sure that weights are returned to proper places when their weight room session is over.

12) It is the coach's responsibility to check with the Athletic Director on a weekly basis (Friday) on the academic eligibility of every athlete and manager. The coach must keep this information discreet between the player and their parents.

13) It is the coach's responsibility to check on his/her players' daily attendance/tardiness pursuant to the absentee eligibility rule as stated in the Parent/Student Handbook. Off-staff coaches must ask the Athletic Director or some other faculty member to perform this duty for them and keep them informed.

14) If a player is injured during a practice or a game, the coach must fill out a "Student Accident Report" as soon as possible and give one copy to the Athletic

Director and one copy to the parent. The AD is responsible for giving the report to the bookkeeper.

15 ) The coach is required to have a fully stocked medical kit, physical forms, and releases at all practices and games and parent/driver forms completed and current.

16) Basketball coaches must make sure that the gym floor is dust mopped before and after practices.

17) Coaches are required to submit to the Athletic Director, written schedules of all games and practices as soon as possible.

18) Coaches are responsible for completing an annual participation list at the beginning of each season and making certain that they are kept current. The forms are located in the Athletic Director's office.

19) Coaches are responsible for ensuring that each of his/her athletes has a completed and updated physical and a medical release form on file in the Athletic Director's office.

20) Coaches are responsible for carrying out other duties as assigned by the Athletic Director and/or the principal.

21) Head coaches are responsible for submitting an annual budget by May 1 to the Athletic Director for approval. The budget should include any plans for fundraising, travel plans, etc. for the next school year.

## **6. Insurance**

**A.** All St. Mary student-athletes are covered under the Christian Brothers Student Accident Plan as a supplemental plan only. If an athlete does not have a primary insurance provider, literature/ information on obtaining coverage is available through the school bookkeeper. This plan covers accidents that occur during practice sessions or athletic contests. The explanation of what is covered, how much Christian Brothers will pay and medical claims is on file in the Athletic Director's office. All accidents must be reported on the "Student Accident Report Form". All coaches have these forms and are required to fill them out at the time of the injury or accident and return them to the Athletic Director immediately.

## **7. Physicals**

**A.** Every St. Mary student-athlete must have a physical examination, performed by a licensed medical doctor, in order to participate and/or practice in any sport. The physical examination forms are located in the Athletic Director's office. The physical examination form should be filled out completely, signed by the student and the parent/guardian, and returned to the Athletic Director. Physicals are required every year that the athlete participates in the athletic program. A physical is valid for one year from the date shown on the physical examination form.

**B.** Traditionally, the St. Mary Athletic Director has organized a "physical night" on which St. Mary parents who are licensed medical doctors volunteer to perform physicals for any St. Mary student athlete free of charge. Those student athletes who do not attend physical night, but want to participate in athletics, must have a physical performed at their own expense

**C.** A signed "**Emergency Information & Treatment Release Form**". Must be on file in the office for All St. Mary athletes

## **8. Sports Awards Programs**

**A. St. Mary Lettering Criteria**

- 1) To qualify for a letter at St. Mary High School, each athlete is required to meet the following requirements:
  - a. Disciplinary requirement set by the St. Mary High/Middle School administration, the Athletic Director and the coaching staff.
  - b. Complete the season in a given sport. If any athlete received a season ending injury and at the time of the injury was meeting the requirements to letter, the coach may grant the award.
  - c. Athletes must be present at the awards ceremony to receive awards unless excused by the coach.
  - d. Athletes are responsible for all equipment and uniforms issued to them and are expected to pay for damaged, lost or stolen equipment or uniforms. There will be no award given until the athlete has accounted for his/her equipment and/or uniform.
  - e. Other important criteria that must be taken into consideration for all sports are commitment, dedication, and improvement in the sport. If the athlete attends practice on a regular basis, works hard, and improves, but does not meet any of the other criteria listed above, the coach may nominate the athlete to the Athletic Director for a possible letter.
  - f. Lettering in any sport merits a letter the first year. In subsequent years, the athlete will receive a bar. The letter has a pin indicating in what sport the athlete has lettered. Pins will be given to denote subsequent letters earned in other sports.
- 2) The following are the criteria and requirements for being awarded a varsity letter in the various sports of St. Mary:
  - a. **BASEBALL/SOFTBALL:** To earn a varsity letter in baseball/softball a player must play in 1/3 of all games played. Play includes pitching only one pitch or playing any position, including hitting, regardless of time played.
  - b. **BASKETBALL:** To earn a varsity letter the player's name must appear on the opening game varsity roster and remain there for the entire season. The player must participate in at least five (5) games. There is no time designation. Participation means stepping on the floor for a second. Coaches may take into consideration attending practices (including preseason and summer) and commitment instead of games or quarters played.
  - c. **CHEERLEADING:** To earn a varsity letter in cheer leading the cheerleader must be selected according to the procedure that is designed for the sole purpose of electing varsity cheerleaders.
  - d. **CROSS COUNTRY:** To earn a varsity letter in cross country a runner must earn a spot on the regional team (top seven) with a minimum best time of 23:00 for boys (3.1 mile course) or 21:30 for girls (2.4 mile course). This minimum standard can be obtained in any accurate official school race. OR, a runner may finish among the top seven for the team in at least five meets. In situations like invitationals where there are separate races for JV or varsity, times will be used instead of places. The same minimum time standards listed above apply under this method. OR, if in the coach's judgment, an individual athlete promoted the team spirit of cross country and displayed the dedication and effort that a coach would like to see in all his runners, then a letter may be awarded without meeting one of the quantitative methods listed above. This is totally at the discretion of the coach.
  - e. **GOLF:** To earn a varsity letter in golf a player's score must be counted in 1/2 of all the matches played, and/or participate in the regional finals, and/or win a medal at any of the Invitational Tournaments entered by the team.
  - f. **SOCCER:** The soccer program will award letters to any athlete who

completes the season without having any disciplinary actions with either the coach or the school. There is no set amount of playing time that an athlete must have to earn a letter in soccer.

g. **SWIMMING**: Swimmers are expected to attend a minimum of three (3) practices per week, participate in three (3) invitational meets, and participate in regional competition.

h. **TENNIS**: To earn a varsity tennis letter the player must: (1) regularly attend practices and matches; (2) have a good attitude and actively participate; (3) play in the majority of counted tennis matches (top 6 seeds in singles; top 3 seed in doubles).

i. **TRACK**: To earn a varsity track letter the athlete must earn a total of 35 points on the season. Points are determined by place finished in events (1st = 5 points; 2nd = 4 points, etc.)

j. **VOLLEYBALL**: To earn a varsity volleyball letter the player must (1) regularly attend practices and games; (2) Must play in at least 25% of Varsity games.

**3) Special Athletic Awards.** The following Varsity Sports Awards are presented annually (approved by the St. Mary Booster Club).

1) Baseball (Boys) and Softball (Girls)

a. Trophies (9)

(1) Pitching Ace (2)

(2) Golden Glove (2)

(3) Leading Hitter (2)

(4) Home Run King (baseball) (1)

(5) Most RBIs (2)

b. Plaques (2)

(1) Blue and Gold (2)

2) Basketball (Boys and Girls)

a. Trophies (12)

(1) Leading Scorer (2)

(2) Field Goal Percentage (2)

(3) Leading Rebounder (2)

(4) Free Throw Percentage (2)

(5) Mr./Ms. Hustle (2)

(6) Defensive Ace (2)

b. Plaques (4)

(1) Most Assists (2)

(2) Blue and Gold (2)

(3) Ed Hannan Memorial Plaque (Boys) - engraved (1) (4)

Sr. Mary Lee Knopf Award (Girls) - engraved (1)

3) Cross Country (Boys and Girls)

a. Trophies (4)

(1) Most Valuable Runner (2)

(2) Most Improved (2)

b. Plaques (2)

(1) Blue and Gold

c. Robert Perry Memorial is conferred upon either a boy or girl distance runner based on overall performance in cross country and track as selected by the cross country coach and advised by the track coach.

d. Steve Albert Memorial Scholarship Award

- 4) Golf
  - a. Trophies (4)
    - (1) Lowest Average (2)
    - (2) Mr. Golf - Russ Cochran Award (1)
    - (3) Miss Golf (1)
- 5) Soccer (Boys and Girls)
  - a. Trophies (8)
    - (1) Most Improved (2)
    - (2) Most Valuable (2)
    - (3) Best Defensive Player (2)
    - (4) Best Offensive Player (2)
  - b. Plaques (2)
    - (1) Blue and Gold (2)
- 6) Swimming (Boys and Girls)
  - a. Trophies (4)
    - (1) Most Improved Swimmer (2) (2)
    - Most Valuable Swimmer (2)
  - b. Plaques (2)
    - (1) Blue and Gold (2)
- 7) Tennis (Boys and Girls)
  - a. Trophies (8)
    - (1) Most Valuable Singles (2) (2)
    - Most Valuable Doubles (4) (3)
    - Most Improved (2)
  - b. Plaques (2)
    - (1) Blue and Gold (2)
- 8) Track
  - a. All track awards are based on season statistics b.
  - Trophies (10)
    - (1) Best Field Event (2)
    - (2) Best Sprinter (2)
    - (3) Best Middle Distance (2)
    - (4) Best Long Distance (2) (5)
    - Most Versatile (2)
  - c. Plaques (2)
    - (1) Blue Gold (2)
- 9) Volleyball
- 10) Other Awards:
  - a. All high school seniors who have participated on any athletic team for the season will receive a plaque engraved with his/her name and automatically receive a letter.
  - b. All middle school students participating in sports receive certificates recognizing their efforts.



## **9. Individual Sports**

### **A. General Statement**

1) Any and all St. Mary students have the opportunity to try out and participate in any sport he/she may choose. However, participation in a sport is not guaranteed solely by trying out. In every sport, there is a maximum number of participants. The coach will have the sole decision over who makes the team, who plays, and how much each athlete plays. The St. Mary varsity teams are instructed to strive for excellence. Therefore, the coach must consider this in selecting his team and in apportioning playing time. It is expected that the coach will select and play the best athletes available for competition.

2) If at any time a parent or student has a concern regarding the selection process of the team and/or playing time, the concern should first be brought to the attention of the coach. If the student and/or parent is not satisfied with the coach's decision, then the next step is to meet with the Athletic Director. If the problem is still not resolved, then a meeting should be set up with the principal for resolution.

3) Participation in interscholastic athletics is a privilege, not a right. The athlete must earn the privilege by first meeting and completing all the requirements of eligibility set forth by the school and the KHSAA. Secondly, the athlete must make the team based upon his/her skills in that particular sport. Team positions must be earned.

### **B. Multi-Sport Athletes**

1) In a small school like St. Mary, athletes are frequently interested in participating in more than one sport. Therefore, coaches must share athletes. There is no problem with fall and spring sports (e.g., basketball and baseball). The baseball season does not begin until basketball season ends. However, in the case where an athlete would like to participate in two sports for which seasons overlap (e.g., basketball and soccer), the student athlete should first make both coaches aware that he/she intends to participate in both sports. Then, the coaches should devise a schedule by which the athlete can practice and play in both sports. This process is overseen by the Athletic Director.

2) In order to play two sports, the athlete must practice both sports. The athlete cannot wait until one season ends and expect to walk into practice of the next sport and not be penalized. It takes a great deal of commitment to participate in two sports that operate simultaneously. However, games do overrule practices. If an athlete has a game in soccer and a basketball practice on the same day, the basketball coach should excuse the athlete from practice. However, on days when there is practice in both sports, accommodations should be made for the athlete to practice in both sports.

### **C. Baseball**

1) FIRST DAY OF PRACTICE. February 15.

2) ROSTER SIZE. The St. Mary baseball program consists of a varsity team with a maximum number of twenty (20) players. See #3 for JV.

3) A JUNIOR VARSITY team will be allowed after the varsity team has been established depending on the number of 9th & 10th grade boys available.

a. Only 9th & 10th grade students should participate in the junior varsity program. Any exception to this will be made by the Athletic Director.

4) RULES AND REGULATIONS. Practices and games are scheduled during Spring Break. Baseball players are expected to be in Paducah during Spring Break.

### **D. Basketball**

1) SUMMER BASKETBALL. The basketball program begins workouts for the upcoming season in the summer. After the last official day of school, summer basketball will begin. The coach will select players to participate in summer basketball. Summer

basketball consists of practice, weight training, and camp participation as determined by the coach.

2) PRESEASON CONDITIONING/FIRST DAY OF PRACTICE. Prior to the first day of organized practice, October 15, the St. Mary basketball team will have a strenuous preseason conditioning program designed to ensure that all basketball players are in excellent physical condition to begin the season.

3) ROSTER SIZE. All St. Mary High and Middle School basketball teams will have a maximum of 15 players on the team. The player selection for each team is at the sole discretion of the coach. The individual team coaches below the varsity level will be supervised by the varsity coach (Boys and Girls).

4) RULES AND REGULATIONS. The St. Mary Basketball Program will conduct itself in accordance with the "Viking Athletic Conduct Expectations."

5) EXPECTATIONS. A tremendous amount of commitment and dedication is expected of a St. Mary High School basketball player. The physical and mental talents and abilities required to be a good high school basketball player are extraordinary. Any prospective St. Mary basketball player should be aware of these high expectations and prepare himself/herself to adhere to them.

#### **E. Cheerleading**

1) FIRST DAY OF PRACTICE. The rules regarding cheer leading are St. Mary rules. The KHSAA does not have rules concerning cheer leading as a specific sport.

2) ROSTER SIZE. The Roster size will be at the discretion of the coach.

3) RULES AND REGULATIONS will be distributed by the cheer leading coach.

#### **F. Cross Country (Boys and Girls)**

1) FIRST DAY OF PRACTICE. July 15.

2) ROSTER SIZE. Maximum of ten (10) varsity boys and ten (10) varsity girls. Maximum of ten (10) junior varsity boys and ten (10) junior varsity girls (can be seniors). Maximum of ten (10) middle school boys and ten (10) middle school girls (not including those making the varsity or JV squads).

3) RULES AND REGULATIONS. See the "Viking Athletic Conduct Expectations."

#### **G. Golf**

1) FIRST DAY OF PRACTICE: July 15.

2) ROSTER SIZE. The St. Mary golf team will have a maximum of ten (10) boys and ten (10) girls participating on the team at one time.

3) RULES AND REGULATIONS. See the "Viking Athletic Conduct Expectations."

#### **H. Soccer (Boys and Girls)**

1) FIRST DAY OF PRACTICE: July 15.

2) ROSTER SIZE. The St. Mary soccer program will have a maximum of twenty (20) players on each team, Boys and Girls.

3) Middle school players are allowed to play junior varsity soccer.

4) RULES AND REGULATIONS. See the "Viking Athletic Conduct Expectations."

#### **I. Softball**

1) FIRST DAY OF PRACTICE: February 15.

2) ROSTER SIZE. The St. Mary softball program will have a maximum of twenty (20) players on the team.

3) RULES AND REGULATIONS. See the "Viking Athletic Conduct Expectations."

**J. Swimming (Boys and Girls)**

- 1) FIRST DAY OF PRACTICE: October 1
- 2) ROSTER SIZE. A maximum of ten (10) boys and ten (10) girls will participate on the team.
- 3) RULES AND REGULATIONS. See the "Viking Athletic Conduct Expectations."

**K. Tennis (Boys and Girls)**

- 1) FIRST DAY OF PRACTICE: February 15.
- 2) ROSTER SIZE. A maximum of ten (10) boys and ten (10) girls will participate on the varsity team. JV players will consist of ten (10) boys and ten (10) girls from grades 6-12.

**L. Track And Field (Boys and Girls)**

- 1) FIRST DAY OF PRACTICE: December 1.
- 2) ROSTER SIZE. The St. Mary track & field program does not need a specific roster size since participation in events will be determined by practice times, throws and jumps. Every athlete will be allowed to participate in local practice meets, but for invitations and regionals, there are only two athletes from one school allowed to compete in each event. Therefore, for the major events, the best athletes will be selected to represent the school. This decision is at the sole discretion of the coach.
- 3) RULES AND REGULATIONS. See the "Viking Athletic Conduct Expectations."

**M. Volleyball**

- 1) FIRST DAY OF PRACTICE: July 15.
- 2) ROSTER SIZE. The St. Mary Volleyball program does not need a specific roster size for regular season games. However, during the postseason/tournaments there is a limit of fifteen (15) athletes that will be submitted on the KHSAA online roster.
- 3) RULES AND REGULATIONS. See the "Viking Athletic Conduct Expectations."

**NOTE**

There are many rules and regulations that govern interscholastic athletics in the State of Kentucky. We have mentioned a few of the most important in this manual. However, the KHSAA has its own handbook, which details all the rules. Copies of the KHSAA Handbook are available in the offices of the Athletic Director and the high school principal. If there are any questions regarding rules that are not mentioned in this handbook, refer to the KHSAA Handbook.

## **10. Scheduling Games and Practice**

- A.** It shall be the policy of the St. Mary School System that athletic teams will not schedule practices or games on Sunday mornings. Practices are ONLY allowed on Sundays between 1-4pm.
- B.** There will be no games or practices on Christmas, Ash Wednesday, during the Sacred Triduum (beginning noon on Thursday of Holy Week and extending through Easter Sunday), or on Mother's Day.
- C.** Exceptions to this policy must have the permission of the Principal and the Episcopal Vicar.

## **11. Fund Raising Activities**

- A.** During the school year, a team may choose to engage in a "special project" to raise extra funds for that respective team. The project must be submitted in writing to the Advancement Office for approval before implementing the project and include the time frame for completion.
- B.** The project must not conflict or interfere with any school or booster club fund raising event. The project may consist of providing services such as a car wash, yard clean up, painting, or housekeeping. Bake sales and chicken dinner sales are examples to be considered.
- C.** All funds raised during the project are to be turned into the booster club treasurer for deposit. The funds will be earmarked for each team to be used for its project.

## **12. Team Uniform Policy**

- A.** All uniforms are to be returned to the Athletic Director before you can participate in the next sport. If you have not turned in your uniform by the first game of the next sporting season, you will not be allowed to dress or play until it is returned.
- B.** All seniors will be required to pay a \$200 deposit before they are issued a uniform. The record of the deposit will be kept on file in the Athletic Director's office and will be returned when the final uniform has been turned in.

## **13. Travel and Tournament Expenses**

- A.** The school will not cover or pay for room expenses or meals on tournaments out of town, unless they are state tournaments (i.e. All "A," KHSAA, state tournament, etc.). Only the regular season tournament fees will be paid by the booster club. All other expenses will be covered either from your fundraiser account or by the parents.