

# Elementary School Athletics

CATHOLIC CULTURE BEYOND THE CLASSROOM



ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

From Policy #6145.2:

The Catholic parish/school athletic programs offer an opportunity for young people to associate with dedicated adults who not only foster the development of athletic skills but also serve as role models of Christian living. The true goals of athletic competition are sportsmanship, leadership, and team play which develop physical skills.

The Church is working diligently to protect our children and youth against exploitation by overzealous adults. Over-working young athletes not only lends itself to physical strain and a higher probability of injury but to mental exhaustion as well.

The Catholic parish/school athletic programs call for responsible control and limitation of the time and energy expended on extra-curricular activities. This purpose imposes on the administrators and directors of Catholic parishes/schools the obligation to select and prepare adults who will fit the needs as role models for our youth.

Local administrators and athletic associations shall create policies that govern athletics at the local level. It is suggested that pastors/principals confirm/approve all candidates to the local athletic boards before elections/appointments take place.

The challenge we have as an institution is to keep the role of sports in their proper context.

This is key. It is not about trying to be all things to all people, because we cannot. Rather, it is about understanding the great value participation in competitive athletics can have in the formation of children into young adults, the tremendous benefit athletics can have to every child who wishes to play – and that the benefit can be there regardless of physical talent and aptitude. We need to continuously remind ourselves, and those who we serve – parents and students – that we are an extension of the Catholic Culture that we seek to build...seek to live out...in our schools and in our parishes.

## Sport as Culture & Life



To fully understand and appreciate the intentionality the building of this culture requires, we must acknowledge the starring role in society that athletics has grown into. I don't think it is enough to look at athletics as an extension of our cultural interaction with society. I think it is necessary to acknowledge that athletics is the culture some of our families live. It is not a stretch to say that, for some, athletics are life.

We can, and we should, question whether athletics has become an overwhelming force in life. We should question:

Is there really a need to have a Little League World Series? Little League was founded in 1939 and in no way am I suggesting it shouldn't exist. But is there really a need to have seven baseball and softball World Series events?

***And does it really need to be televised on ESPN?***

And let us also not forget...the anger and turmoil, and I would say, the loss of values and civility that explodes in other sectors of our country...explodes into youth athletics as well.

**“Everyone who wants to join in sports should be welcomed, not just the best, but everyone, with the advantages and limitations that everyone has, indeed, focusing on the most disadvantaged, as did Jesus.”**

- Pope Francis

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So how do we extend our Catholic Culture beyond the classroom?

First, let us heed the call of Pope Francis:

I will go, Lord, if you lead me...



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Do a google search of “adults and youth sports” and most of the results echo something along the lines that adults are ruining sports for kids. I believe there is truth in this, so we do have to give great care to selecting quality adults to serving in the elementary athletic programs in the Archdiocese of Milwaukee.

We need adults who believe in the mission of Catholic education, regardless of whether they have children in our schools and religious education programs or not. We need adults who are able to keep all things athletics in perspective, who can be the role models we all want our children to be coached by.

Coaches do not need to be “X and O gurus” who long to be coaching on Sundays. We do need them to have a basic level of competencies, but that can be learned. We need adults – AD’s, Sport Coordinators, Coaches, and parents – who can be authentic in living out the call to extend our Catholic Culture beyond the classroom. As our opening prayer calls us:

***Let each of our Catholic schools, no matter how large or how small, whether urban, suburban, or rural, be recognized by its commitment to excellence, its efforts to form the whole child, its hospitality towards all, and its intentional development as a community of faith, collaboration, trust, and love***

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The ***National Standards and Benchmarks for Effective Catholic Elementary and Secondary Schools*** (NSBECS) were published in 2012 to serve as both a guide and assessment tool for PK-12 Catholic school effectiveness and sustainability. They include research-based school effectiveness criteria, as well as criteria unique to Catholic school mission and identity. The NSBECS rests on the conviction that adhering to these standards and benchmarks with fidelity will result in highly effective Catholic schools.

The *National Standards and Benchmarks for Effective Catholic Elementary and Secondary Schools* (NSBECS) is intended to describe how the most mission-driven, program effective, well managed, and responsibly governed Catholic schools operate. They are offered as school effectiveness standards rather than curriculum content standards, although they support curriculum development consistent with national curriculum standards.

The NSBECS contains three types of statements grounded in Church teachings, best practice, and proven success of those committed to the future of Catholic elementary and secondary education in the United States. The nine **Defining Characteristics** define the deep Catholic identity of Catholic schools and serve as the platform on which the standards and benchmarks rest.

The thirteen **Standards** describe policies, programs, structures, and processes that should

be present in Catholic schools in four Domains: Mission and Catholic Identity, Governance and Leadership, Academic Excellence, and Operational Vitality.

The seventy **Benchmarks** provide observable, measurable descriptors for each standard.



# Defining Characteristics of Catholic Schools

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Established by the express *authority of the Bishop*

Contributing to the *Evangelizing Mission* of the Church

Distinguished by *Excellence*

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## **ESTABLISHED BY THE EXPRESSED AUTHORITY OF THE BISHOP**

Canon Law states, “Pastors of souls have the duty of making all possible arrangements so that all the faithful may avail themselves of a Catholic education” (Code of Canon Law, Canon 794). Bishops need to put forward the mission of Catholic schools, support and enhance the work of Catholic schools, and see that the education in the schools is based on principles of Catholic doctrine (John Paul II , Pastores Gregis, 52). Catholic schools have a formal and defined relationship with the Bishop guided by a spirituality of ecclesial communion, and should work to establish a relationship marked by mutual trust, close cooperation, continuing dialogue, and respect for the Bishop’s legitimate authority (Code of Canon Law, Canon 803 #1 and #3; Miller, 2006, p. 33).

## **CONTRIBUTING TO THE EVANGELIZING MISSION OF THE CHURCH**

By reason of its educational activity, Catholic schools participate directly and in a privileged way in the evangelizing mission of the church (The Catholic School, 9; The Catholic School on the Threshold of the Third Millennium, 5, 11; The Religious Dimensions of Education in a Catholic School, 33).

**As Catholic school leaders, teachers, coaches, staff members, and volunteers in the Archdiocese of Milwaukee, we will be mindful of our essential role in *furthering the teaching mission of the Church* and our inter-relatedness with one another in that work.**

## **DISTINGUISHED BY EXCELLENCE**

Church documents, history, and practices, supported by Canon Law, establish that first and

foremost a Catholic school is characterized by excellence. Consistent with the defining characteristics, Catholic schools should implement on-going processes and structures and gather evidence to ensure excellence in every aspect of its programs, life, and activities (Gravissimum Educationis 8 and 9; Code of Canon Law, Canon 806 #2).

As Catholic school educators, we will be tireless in striving for ***the ideal in every aspect of our ministry***. “Good enough—for us—will never be ‘good enough.’”

# Defining Characteristics of Catholic Schools

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Committed to Educate the *Whole Child*

Steeped in a *Catholic Worldview*

*Accessible* to all Students

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## **COMMITTED TO EDUCATE THE WHOLE CHILD**

Catholic school education is rooted in the conviction that human beings have a transcendent destiny, and that education for the whole person must form the spiritual, intellectual, physical, psychological, social, moral, aesthetic and religious capacities of each child. Catholic schools should develop and implement academic, co-curricular, faith-formation, and service/ministry programs to educate the whole child in all these dimensions (The Catholic School, 29).

Remembering our privileged responsibility to care for the growth of the whole human person—spiritual, intellectual, social, moral, and aesthetic—we will value and seek resources to develop **all aspects of the curriculum** in our schools. Every child should be called by name by an adult at least once per day.

## **STEEPED IN A CATHOLIC WORLDVIEW**

Catholic education aims at the integral formation of the human person, which includes “preparation for professional life, formation of ethical and social awareness, developing awareness of the transcendental, and religious education” (The Catholic School, 31). All curriculum and instruction in a Catholic school should foster: the desire to seek wisdom and truth, the preference for social justice, the discipline to become self-learners, the capacity to recognize ethical and moral grounding for behavior, and the responsibility to transform and enrich the world with Gospel values. The Catholic school should avoid the

error that its distinctiveness rests solely on its religious education program (Miller, 2006, pp. 43–45, 52).

Grounded in Gospel values and Church teachings, we will prepare our students, at every level, to become skilled, engaged, and ethical citizens in a **global community**.

### **ACCESSIBLE TO ALL STUDENTS**

By reason of their evangelizing mission, Catholic schools should be available to all people who desire a Catholic school education for their children (Gravissimum Educationis, 6; Code of Canon Law, Canons 793 #2; Renewing Our Commitment to Catholic Elementary and Secondary Schools in the Third Millennium, Introduction). Catholic schools in concert with the Catholic community should do everything in their power to manage available resources and seek innovative options to ensure that Catholic school education is geographically, programmatically, physically, and financially accessible.

Every parish/school athletic program in the Archdiocese of Milwaukee will be **available**, **accessible**, and **welcoming** to all who wish to attend.

# Defining Characteristics of Catholic Schools

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Shaped by *Communion and Community*

Sustained by *Gospel Witness*

Centered in the *Person of Jesus Christ*

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## **SHAPED BY COMMUNION AND COMMUNITY**

Catholic school education places an emphasis on the school as community—an educational community of persons and a genuine community of faith. (Lay Catholics in Schools, 22, 41) Catholic schools should do everything they can to promote genuine trust and collaboration among teachers, with parents as the primary educators of their children, and with governing body members to foster appreciation of different gifts that build up a learning and faith community and strengthen academic excellence (Lay Catholics in Schools, 78). The Catholic school should pay especially close attention to the quality of interpersonal relations between teachers and students, ensuring that the student is seen as a person whose intellectual growth is harmonized with spiritual, religious, emotional, and social growth (The Catholic School on the Threshold of the Third Millennium, 18).

Each school in the Archdiocese of Milwaukee will be known as a community of **faith**, a community of **learning**, and a community of **care**.

## **SUSTAINED BY GOSPEL WITNESS**

Catholic schools pay attention to the vocation of teachers and their participation in the Church's evangelizing mission. (The Catholic School on the Threshold of the Third Millennium, 19; Lay Catholics in Schools, 37) A Catholic educator is a role model for students and gives testimony by his or her life and commitment to mission (Benedict XVI, June, 2005; Miller, 2006, p. 53). As much as possible, Catholic schools should recruit teachers who are practicing Catholics, who can understand and accept the teachings of the Catholic Church and the moral demands of the Gospel, and who can contribute to the

achievement of the school's Catholic identity and apostolic goals, including participation in the school's commitment to social justice and evangelization. (United States Conference of Catholic Bishops, National Directory for Catechesis, 231)

As Catholic school leaders, teachers, coaches, staff members and volunteers, we will teach by our **lives even more than by our words**. Our decisions, habits, and responses will be manifestations of what we believe.

### **CENTERED IN THE PERSON OF JESUS CHRIST**

Catholic education is rooted in the conviction that Jesus Christ provides the most comprehensive and compelling example of the realization of full human potential. (The Catholic School, 34, 35) In every aspect of programs, life, and activities, Catholic schools should foster personal relationship with Jesus Christ and communal witness to the Gospel message of love of God and neighbor and service to the world, especially the poor and marginalized. (Miller, 2006, pp. 25–26)

During 2019 – 2020, all Catholic school educators, students, and community members will make specific efforts daily to **grow in their relationship to Jesus Christ**.



ARCHDIOCESE  
of MILWAUKEE

Electronic Edition

## Athletics Policy Manual 2019-20



Download the revised Parish and School Policy Manual.

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Take the time to download and read the Policy Manual. There are changes/updates every year. The manual may be found at <https://www.archmil.org/Education/athletics.htm>

The athletic policies are also found in their entirety in the *Parish & School Policy Manual*. It is Policy #6145.1. The manual may be found at <https://schools.archmil.org/Schools-home.htm>

The screenshot shows the Archdiocese of Milwaukee website. The top navigation bar includes 'Parishes', 'Ministries & Offices', 'Schools & Formation' (circled in orange), 'Worship & Sacraments', 'About', and 'Clergy Abuse Response'. Below the navigation bar is a banner for 'Schools & Formation' with the text: 'Not only is Jesus our savior, He is also the greatest teacher of all time. His lessons and His life form the foundation of Catholic education.' A sidebar on the left lists various links under 'SCHOOLS & FORMATION', with 'Athletics' circled in orange. The main content area features a video titled 'Catholic Schools Video' showing a young girl reading in a library.

<https://www.archmil.org/Education.htm>

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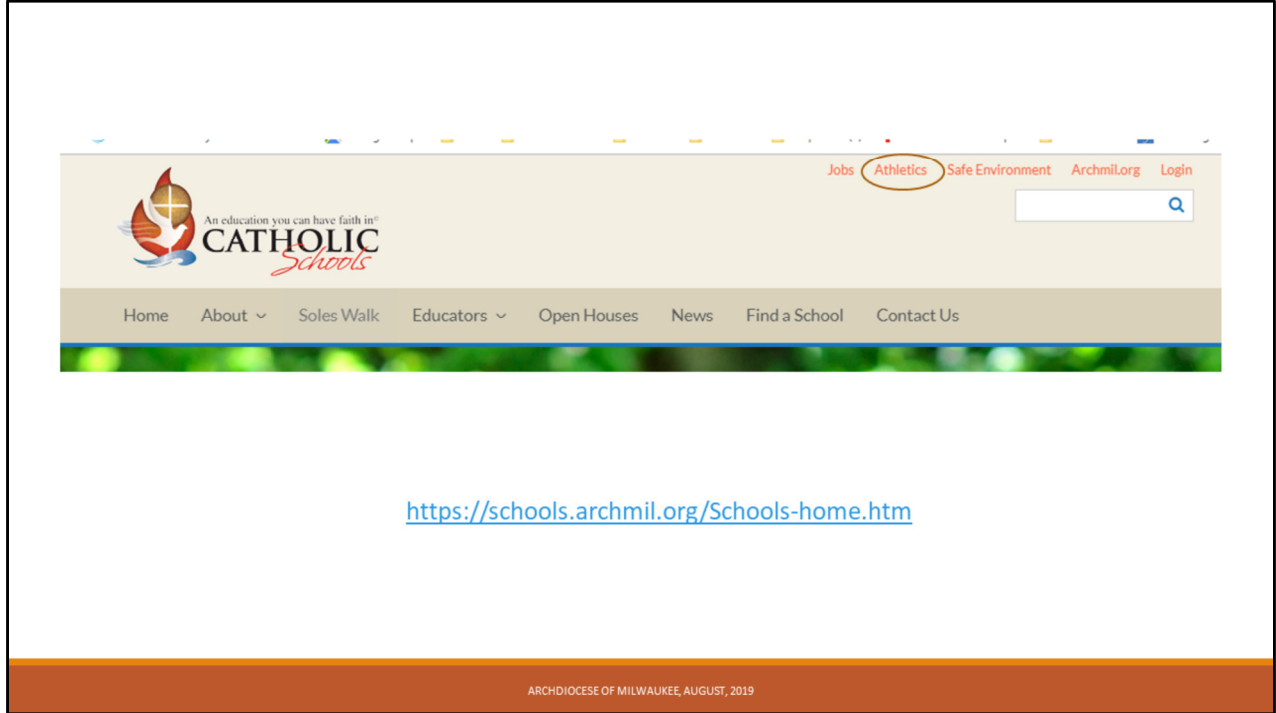
Archdiocese of Milwaukee homepage.

<https://www.archmil.org/archdiocese-milwaukee/home.htm>

Click 'Schools & Formation'

Click 'Athletics'





Archdiocese of Milwaukee School homepage

<https://schools.archmil.org/Schools-home.htm>

Click 'Athletics' at the top right of page.

The screenshot shows the Athletics landing page on the Archdiocese of Milwaukee website. The page is divided into a left sidebar and a main content area. The sidebar contains a navigation menu with links for 'A - Z Listing of Schools', 'About Catholic Schools', 'Athletics', 'Athletics Resources', 'Parish Religious Education', 'Youth Evangelization', 'Events', 'For Educators', and 'News'. Below the menu, contact information for Dr. Kathleen Cepelka (Superintendent of Catholic Schools) and Bruce Varick (Associate Superintendent) is provided. The main content area features a breadcrumb trail: 'Home > Schools & Formation > Athletics'. The main text describes interscholastic athletics as a valuable component of the total education process, emphasizing sportsmanship and teamwork. It lists resources such as the Athletics Policy Manual, Athletics Forms, Concussion Resources, and Standardized Sports Seasons. A section titled 'Safe Environment Education Sessions' includes a link to view the list of sessions for the month and instructions to use a calendar tool.

<https://www.archmil.org/Education/athletics.htm>

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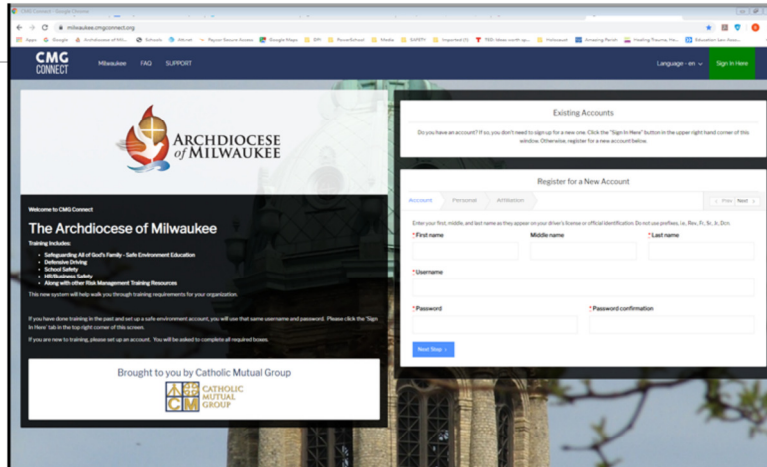
Athletics landing page.

<https://www.archmil.org/Education/athletics.htm>

Links to:

- Policy manual
- Athletic forms
- Concussion Awareness Resources
- Standardized Sports Seasons
- Safe Environment Education

# Coach Requirements



<https://milwaukee.cmgconnect.org/>

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All coaches need to have a CMG Connect account.

<https://milwaukee.cmgconnect.org/>

Background checks should be run through the parish/school Safe Environment Program coordinator. The cost is covered by the parish/school.

## Coach Requirements

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Safe Environment Education Training Session

Criminal background check – every 5 years

Code of Ethical Standards for Church Leaders

Mandatory Reporting Responsibilities

Approval by member of professional staff

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All parish/school employees and all volunteers who have contact with minors must be Safe Environment Certified. An individual considered to be Safe Environment Certified has met the following three (3) requirements::

- Has attended at least one in-person live Safe Environment Education Training Session (SEE) since 2003 in the Archdiocese of Milwaukee. If someone has attended a live Safe Environment Education Training (SEE) session in another diocese and wishes to have the training reviewed for acceptance in place of the Archdiocesan SEE requirement, verification from the other diocese can be submitted to the Safe Environment Office for review. Approval is not guaranteed and will only be granted in certain instances.
- Has a criminal background check that has been reviewed and approved by a Safe Environment Coordinator in the last five (5) years. (See 4111.1: Criminal Records)

- Has reviewed and agreed to the Code of Ethical Standards for Church Leaders in the last five years.

In addition, the following must be met

- Must have knowledge of the [Mandatory Reporting Responsibilities](#).
- Be approved by a member of the professional staff.

## Coach Requirements

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**Head Coach:** at least 21 years old

**Assistant Coach:** at least 18 years old and a high school graduate

***High School Students:*** may assist, but cannot have any supervisory responsibilities (Coach must be present)

## Coach Requirements

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### Core Preparation (2 hours):

- Catholic Philosophy of Coaching
- Risk Management
- Prevention / Treatment of Injuries
- Concussion Awareness

### Sport-Specific (3 hours):

- Rules, practice organization, skill development, etc.

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All coaches need to have annual Bloodborne pathogen treatment training.

All coaches should be made aware of, and understand, Policy #4116.4: ***Responsibilities for Supervision of Children and Youth***

Certification is considered complete for life, except for specific requirements otherwise noted.

# Risk Management

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Risk management is the ***process of evaluating*** the chance of loss or harm and then ***taking steps*** to combat the potential risk.

<https://www.yourdictionary.com/risk-management>

The process of assessing risk and acting in such a manner, or ***prescribing policies and procedures***, so as to avoid or minimize loss associated with such risk.

Webster's New World Law Dictionary Copyright © 2010 by Wiley Publishing, Inc.,

## Ongoing Process

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Risk management involves a proactive mindset that actively seeks to identify potential threats to the safety and security of those the person has a duty to supervise and protect:

- Assess facility for risks – try to view it as if it is the first time you are there.
- Secure access to the best of your ability so that when coaching you can give your attention to those tasks.
- Check all equipment.
- Be aware of physical/mental health of students.
- Be the first to arrive and the last to leave.
- Do not assume someone else has done it.



# Negligence

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Negligence is the failure to exercise the ***degree of care*** which a person of ordinary prudence and intelligence would exercise under the same circumstances: did the person accused of negligence ***act the way one would expect a reasonable person*** in that individual's position to act?

Sr. Angie Shaughnessy, SCN, J.D. Ph.D. *Negligence: Responsibilities and Liabilities in the Third Decade of the 21<sup>st</sup> Century*. Momentum, Summer 2019

# Negligence – Four Elements

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Duty

Violation of Duty

Proximate Cause

Injury

Sr. Angie Shaughnessy, SCN, J.D. Ph.D. *Negligence: Responsibilities and Liabilities in the Third Decade of the 21<sup>st</sup> Century*. Momentum, Summer 2019

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**Duty:** the person must have a duty to protect the safety of all.

**Violation of Duty:** did the person not do something he/she should have been doing?

**Proximate Cause:** did the violation of duty (near) cause the injury?

**Injury:** an injury must happen for legal negligence to occur.

**Note:** a person can be professionally negligent without being legally negligent.

## Injuries Requiring Reporting

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Broken bone

Head – concussion

Serious eye

Transport by ambulance

Other that cause serious upset to coach or parent

Report to AD --- Ad reports to principal/pastor

Catholic Mutual Group Notified

## Communication

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***Must go through parents***

Use traditional – letters, parent email, TeamSnap, parent text

Social media – do not friend/follow students

## League Structure

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Athletic Advisory Board

Bylaws

Financial reporting

Board of Control

Board Officers

***League members entitled to one vote per parish/school***

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The Athletic Advisory Board (AAB) of the Archdiocese of Milwaukee exists to promote the positive contributions of athletic participation to the growth and development of youth in Catholic schools and parishes across the archdiocese.

*“Our athletics should go hand in hand with our youth ministry. Sports well understood and practiced contributes to the development of the whole person because it demands generous effort, careful self-control, mastery of self and respect for others, complete commitment and team spirit.”*  
- Pope John Paul II

The AAB serves as the primary consultative body to the Office for Schools in the oversight of athletics in grades PreK – 8 in parishes and schools of the Archdiocese of Milwaukee. The AAB fulfills this purpose in three primary ways:

1. Policy Development:
  - a. Offer suggestions, counsel, feedback, and evaluation regarding existing, and proposed, policies governing athletic programs
  - b. Work with the Office of Schools in the development and implementation of new policies governing athletic programs

1. League Formation:
  - a. Promote consistency in the governance structure of all leagues
  - b. Promote consistency in the functioning of all leagues
    - i. Record keeping
    - ii. Providing required league information and financial reporting to the Office for Schools
    - iii. Periodic review / updating of league bylaws and other applicable documents
  - c. Promote appropriate sportsmanship for all constituencies of all leagues
  - d. Promote the appropriate perspective of the role of athletics for all constituencies of all leagues
  - e. Provide assistance to specific leagues as needed
  
1. Provide suggestions and counsel to the Office for Schools regarding potential sanctions against individuals, teams, schools, or leagues
  
1. Establish and promote appropriate professional development for youth coaches. This includes an initial coaching certification program.

Additionally, the AAB stands ready to provide suggestions and counsel to the Office for Schools in areas not specified above, as specific incidents and issues arise.

## Leagues

Leagues or conferences provide a structure that helps to make athletic programs more effective. All teams must belong to a Catholic league or conference. If possible, the league or conference should be organized on an area-wide or geographical basis.

All archdiocesan leagues, approved by the archdiocesan Athletic Advisory Board, are affiliated organizations and enjoy the benefits of insurance coverage and tax exempt status:

- Leagues must have bylaws on file with the Office for Schools
- Leagues must maintain a full accounting for their activities and provide an annual financial report to the Office for Schools no later than the following September 15
- Leagues must maintain a full accounting for their activities and provide an annual financial report to league membership upon request

Each league or conference must have a Board of Control to establish game rules, procedures, and discipline within the league or conference which are in compliance with

archdiocesan policy:

- Board membership can and should consist of principals, athletic directors, coaches and/or other qualified persons.
- The Board of Control shall elect a minimum of three officers annually to include a chairperson, secretary, and treasurer.
- All league officers and board members shall comply with Archdiocesan Safe Environment Requirements: clearing a state and national criminal background check, attending a Protecting God's Children awareness session, and signing a Code of Ethical Standards.
- All league officers and board members who handle money may be subject to a credit check.
- The Chairperson of the Board of Control shall act as the executive officer of the league or conference. The chairperson shall communicate all schedules, rules, financial reports, and election of officers to the appropriate parish and/or school administrators, and league membership on an annual basis.
- The Chairperson of the Board of Control shall attend all meetings of the Archdiocese of Milwaukee Athletic Advisory Board.
- The treasurer of the Board of Control shall maintain accurate financial records and shall submit a detailed financial report of league activities, along with the most recent bank statement, by September 15<sup>th</sup> for the prior fiscal year. The fiscal year shall be July 1 to June 30.
- The Board of Control shall establish specific regulations for each sport in conformity with the policies of the archdiocese.
- The Board of Control shall establish schedules for each sport at the beginning of the sport season. Such schedules shall include the time of the events.
- League members are entitled to one vote per parish/school.

## Local Structure

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School-based: Principal

School Network-based: President

Parish-based: Pastor

- Cluster-parishes

Athletic Director

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### **An athletic program may be structured in one of three ways:**

- School-based: only registered students of a single school may participate on the school's sponsored athletic teams.
- School Network-based: only registered students of the network's individual school may participate on the network's sponsored athletic teams.
  - The network must develop and publish a policy and process for determining which network-sponsored team an individual student would participate on.
  - League approval for the division of students within network-sponsored teams is required.
- Parish-based: only registered students who are in the parish-sponsored school or the parish religious education program may participate on the parish's sponsored athletic teams.



- Cluster Parishes: cluster parish partners may combine athletic programs following the guidelines listed later in this section.

### **Supervision of Athletic Programs:**

- School-based: the principal is responsible for oversight of all extracurricular or co-curricular activities the school sponsors. The principal may delegate supervision of the athletic program to a designated athletic director, but the principal retains the ultimate responsibility for supervision of the program.
- School Network-based: the president is responsible for oversight of all extracurricular or co-curricular activities the school network sponsors. The president may delegate supervision of the athletic program to an individual school principal or a designated athletic director, but the president retains the ultimate responsibility for supervision of the program.
- Parish-based: the pastor is responsible for oversight of all extracurricular or co-curricular activities the parish sponsors. The pastor may delegate supervision of the athletic program to the school principal, the parish director of religious education, or a designated athletic director, but the parish retains the ultimate responsibility for supervision of the program.

## Local Athletic Commission

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Fit within parish/school structure

Bylaws

Minimum of three members

Sport coordinators

Multi-parish parish/school situations

## Team Formation

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Grade level

Combining grade levels

Merging with another parish/school

Students playing up or down a grade level

Team rosters



Form  
6145.2(f)

### TEAM ROSTER

LEAGUE:	SPORT:	PARISH/SCHOOL:	
COACH'S NAME:	ADDRESS:	PHONE:	E-MAIL:
ASSISTANT COACH'S NAME:	ADDRESS:	PHONE:	E-MAIL:

BOYS <input type="checkbox"/> GIRLS <input type="checkbox"/>	TEAM NAME:	TEAM COLORS:		
GRADE: <input type="checkbox"/> 5 <sup>TH</sup> <input type="checkbox"/> 6 <sup>TH</sup> <input type="checkbox"/> 7 <sup>TH</sup> <input type="checkbox"/> 8 <sup>TH</sup>				
PLAYER'S NAME:	PLAYER'S ADDRESS:	BIRTH DATE:	SCHOOL:	GRADE:
1				
2				
3				

## Required Forms

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***All must be filled out***

May not be altered

Must be signed – no signature, no play

Electronic signature acceptable

## Required Forms

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Physical Examination Form – *two years*

Medical Information and Emergency Consent – *annual*

Risk Acknowledgement and Consent to Participate – *annual*

## Required Forms

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Sportsmanship Pledge – *annual {coach/parent/student}*

Concussion Awareness – *annual {coach/parent/student}*

Coaches Agreement – *annual*

# Managing Athletic Events

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## Facility Supervision

### Safety

- Officials
- Coaches/players
- Fans

### Evacuation

### Reunification

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Effective supervision is an essential component of risk management. It involves ensuring the facility is safe for all. It also means more than just assigning someone to open up the gym, then come back at the end of the day and make sure the lights are off. It is more than having adults at the concession stand or working admissions.

Proper, efficient supervision requires have at least one adult who is responsible for the event takes place without difficulty or interruption. However, we all know that occasionally something will occur to disrupt the event. The supervisor needs to be available to react and respond to the specifics of the situation.

It also requires, from time-to-time, the need to step in and remind others in the facility of the expectations for athletics in a Catholic Culture. I am not suggesting this is easy or without challenge. Having a second or third adult would be ideal, or at least someone who can respond as a backup in time of need.

**Evacuation** is the process of moving everyone out of a specific place in an orderly, efficient manner. This normally occurs in a time of crisis. Do you have a plan to execute an evacuation in the middle of a game?

**Reunification** is the process to ensure that the correct child is released to the correct adult as a result of a crisis. Oftentimes, this will occur at an alternative sight. Do you have a plan to execute a reunification between the students in your program and their parents/guardians?



Football teaches three lessons that can promote peace and solidarity around the world: the ***need to train and work*** hard to reach goals, the ***importance of fair play and teamwork***, and the need to ***respect and honor opponents***. “To win, we must overcome individualism, selfishness, all forms of racism, intolerance and manipulation of people. Being ‘greedy’ in football, as in life, is an obstacle.”

- Pope Francis

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## Student Eligibility

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### Local, written, published policy

*Apply equally to school and religious education students*

Base on Student as:

- **Learner**
- **Citizen**
- **Disciple**

Avoid GPA

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Student eligibility should be viewed in light of the defining characteristics of **Committed to Educate the Whole Child** and **Accessible to All Students**. Parishes/schools are encouraged to consider the student as:

**Learner** – does the student display behaviors associated with successful academic acquisition? This does not require a student to be proficient in every subject, but it does require the student to demonstrate good habits. Students with learning challenges, documented or not, should be given special considerations in this area.

**Citizen** – does the student display behaviors associated with being a good person? Do they treat all with respect?

**Disciple** – does the student display behaviors expected in our Catholic Culture? Students who are not Catholic need to be considered as a faith-filled person, not strictly through the Catholic lens.

Schools are moving away from assigning letter grades.

## Student Eligibility

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Must attend school or religious education program

Transfers

Dual Participation – parish/school team priority

School day attendance

- Weekend

ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

A student must be in attendance at his/her school or religious education class for the full day in order to be eligible to participate in a competition, scrimmage, or practice. A full day is defined as the regularly scheduled length of time school is in session or the religious education class would be in session. The school principal or religious education director may excuse a student from this requirement.

***Transfer Students:*** A student who participates in any part of, or an entire, archdiocesan parish or school interscholastic athletic program season, or seasons, and transfers to another archdiocesan parish or school is ineligible to participate in any part of the interscholastic athletic program of the new parish/school for one (1) calendar year from the date of registration. This rule applies to students in grades 5 through 8.

Exceptions to the one year period of ineligibility:

- *Change of residence:* The parents/guardian of the student have a change of primary place of residence. For purposes of this rule, a primary change of residence means to move out of the boundary area of one parish and into the boundary area of another.
- *Waiver request:* A waiver of this rule may be granted if it is clearly demonstrated

that a transfer was not athletically motivated. Student Transfer Waiver: [Form 6145.2 \(h\)](#) shall be used to request a waiver. The waiver request must be submitted to the Office for Schools for final approval.

A student participates in an interscholastic athletic program when he or she plays, practices, tries out, or submits written permission to compete. During the one (1) year period of ineligibility, the student must attend the new parish school or religious education classes.

A student/athlete may participate with a non-archdiocesan teams in the same sport during the season provided that the student's priority and commitment is with the parish/school team and the student maintains the eligibility requirements established by the school administration and published in local policy. Schools teams playing in archdiocesan leagues are considered archdiocesan teams.

## Ejections from Competition

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First offense: Student – 1 game; Coach – 2 games

Second offense: Student – 2 games; Coach – 4 games

Third offense: Student – 5 games and review; Coach – 8 games and review

ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

Suspensions resulting from ejections are not subject to appeal.

**Students** may participate in practice, but not in a scrimmage, during the suspension period.

During the suspension period, the **coach is not allowed to attend any practice, scrimmage, or competition.**

## Ejections from Competition

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Parish/school and/or league may impose harsher penalty

Appeal

Enforcement

ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

The parish/school and/or league may impose consequences beyond the above described suspensions.

Decisions regarding player or coach eligibility, player or coach discipline, and any other local decision, made by the parish / school may be appealed via the local appeal process. The decision of the pastor / president is final. Decisions may not be submitted to the Office for Schools for review.

Decisions regarding player or coach eligibility, player or coach discipline, and any other local decision made by the league, may be appealed via the league's appeal process.

A family who has followed the league's appeal process without satisfaction may ask the Office for Schools to review. The family must submit written documentation detailing the progress of the appeal through the league's appeal process. These documents, along with a letter explaining why a review is requested, should be submitted to the Office for Schools within 10 days of the league's final decision. Following the examination of the documents, the Office for Schools will either affirm the decision of the league, accept it for further appeal, or remand it back to the league for further consideration.

## Other

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Transportation of Students “*Be Smart – Drive Safe*”

School closings due to weather

Rec Teams

Students in Grades 4 and younger

ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

Whenever possible, athletic teams should be transported to games and tournaments by a parent or guardian, or in a yellow school bus. Coaches are strongly discouraged from transporting minors other than their own children to and from games and practices and making transportation arrangements to games for students when group transport is not provided. In the event that a coach chooses to transport minors, the following conditions must be met for parish employees and/or volunteers using their own vehicle:

- A leased or privately owned 10-15 passenger van may not be used to transport school-aged children (grades K- 12) for athletic events.
- The driver must be 23 years of age or older, unless 21-22 and approved by Catholic Mutual.
- The driver must have a valid, non-probationary driver’s license and no physical disability that may impair the ability to drive safely.
- The vehicle must have a valid registration.

- The vehicle must be insured for minimum limits of \$100,000 per person/\$300,000 per occurrence.
- The driver must complete the Volunteer Driver Information Sheet.
- Drivers must complete the on-line video, “Be Smart - Drive Safe,” found on the Catholic Mutual home page at <http://www.catholicmutual.org>. With the exception of emergencies, any coach who feels he/she might transport students should complete a Volunteer Driver Information: [Form 6153 \(c\)](#).

**School Closing:** If school is closed due to inclement weather, all after school activities shall be cancelled. If school is cancelled on a Friday, the decision to hold activities on Saturday and/or Sunday should be made locally.

***Students in grade 4 and younger:*** A parish/school may provide organized, non-competitive athletic activities for students in grades 4 and younger. The purpose of these offerings must be to teach students the fundamental skills of the sport and serve as an introduction to team sports. The emphasis is on participation, and local athletic boards should develop policies and guidelines to ensure equal access and participation to all students who are interested.

- These organized, non-competitive athletic activities may be offered for a maximum of 10 consecutive weeks during the school calendar year.
- Practice time/game restrictions may not exceed those for students in grade 5.



## Other

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Open Gyms

Sport Camps

Sport Seasons

No Alcohol at Athletic Events

ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

**Open Gyms:** An open gym must be open to all students, boys and girls, in two (2) or more grade levels. Coaches or assistant coaches for any teams in those grade levels may only supervise and not coach, instruct, or direct activities during an open gym. The open gym must be supervised by at least two adults, 21 years or older, who have completed Safeguarding All of Gods' Family training.

**Sport Camps:** A parish may conduct a summer sport camp program. The camp may not exceed five (5) days per grade, per sport, and must occur between the end of the spring sport season and start of the fall sport season. Participation in a camp should be open to all parish/school students of the appropriate grade level and gender. The parish must ultimately control the camp, including dates, fees, sign ups, and finances. A facilitator from outside the parish's athletic program should be used for the substantive or instructional aspects of the camp.

# Officials

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## Officials

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**As an official you must make instantaneous decisions, resolve conflicts and deal with stress and pressure. You are in a position to be a positive role model around children and young adults.**

**Sports officials must be able to bring control to chaos; understand fairness; promote safety and encourage good sportsmanship. A sports official must have the positive characteristics of a police officer, lawyer, judge, accountant, reporter, athlete and diplomat.**

- WIAA

ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

We need to understand that officials are essential to what we do – if there are no officials, there will be no games....no athletics.

Officials should be respected. Coaches, especially, must interact with them in a respectful manner.

Officials will make mistakes – they are human, as we all are!

There is a declining number of officials and fewer are entering.

**“Sports fosters contact and relationships with people who come from diverse cultures and walks of life. It accustoms us to live and welcome differences, to turn them into a precious opportunity for mutual enrichment and discovery. Above all, sport is a precious opportunity to recognize one another as brothers and sisters on the journey, to foster the culture of inclusion.”**

- Pope Francis

ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

The lessons we can learn from athletics, and we all are life-long learners, extend beyond those which we teach our children. While acknowledging that some overemphasize and over-prioritize athletics in their life and in their children’s lives, let us not fail to recognize that athletic competition in a Catholic Culture offer the opportunity to transcend cultures and barriers that normally separate us.

This is far easier said than done. We have focused so far on the essential role of the structure of the parish/school athletic program and of the coach on creating the Catholic Culture we seek. Let us now turn to the role of our parents.

# Parents

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## Mandatory Parent Meeting

Principal, DRE, and/or Pastor present

### Agenda:

- Review Sportsmanship Pledge and have parent sign it
- Eligibility requirements
- Rules of play
- Invite an official
- Priority to school team

## Parents

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The Catholic Church recognizes and acknowledges the role of parents to be the primary educators of their child. As such, ***schools partner with parents*** in the formal education of the child.

Schools in the Archdiocese of Milwaukee should ***demonstrate respect and support*** for parents in the education of their child.

## Parents

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Inherent in the parents' choice of a Catholic school for their child is the ***understanding and expectation that they will support the school's mission and its commitment to the principles of Catholic values and faith formation.*** Parents are also expected to support and adhere to the policies and procedures outlined in the school's handbooks and demonstrate behaviors aligned with good moral and ethical principles. Parents are ***not permitted*** to interfere with the operation of the school nor display distrustful, disruptive, or harassing behaviors toward parish/school staff.

## Parents

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***All parents and/or legal guardians*** are required to sign the *Parent/Guardian Sportsmanship Pledge* as an acknowledgment that they pledge to:

- ❖ Display Christian behavior at all practices and games
- ❖ Represent their parish and/or school to the very best of their ability
- ❖ Be positive role models for players, coaches, and spectators



## Parents

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- ❖ Provide encouragement and support for players and coaches
- ❖ ***Refrain from profanity, racial or ethnic comments, harassment or taunting of players, opponents, coaches, officials, and spectators***
- ❖ Promote good sportsmanship in their son/daughter
- ❖ Take responsibility for their actions

## Parents

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Parents/guardians who do not exhibit good sportsmanship will be subject to disciplinary action by their parish/school and/or the league their parish/school plays in. Such action may include being ***banned from attending any and all related activities.*** In extreme cases, the parent/guardian's child may be denied continued participation in athletics.

ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019

If it becomes necessary to consider banning a parent, and/or moving to the extreme, make sure that your principal/president/pastor is on board and supportive. There is a good chance this will escalate into a school and parish event that may cause the family to leave.

The Office for Schools should be advised on this as well.

# Questions

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ARCHDIOCESE OF MILWAUKEE, AUGUST, 2019