

VILLA MARIA ACADEMY
Student and Parent Athletic Handbook
2017-2018



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VILLA MARIA ACADEMY

Mission Statement

Villa Maria Academy, a Catholic college preparatory school in the charism of the Sisters, Servants of the Immaculate Heart of Mary, empowers young women to lead lives of spiritual growth, intellectual inquiry and Christian service.

Introduction

The purpose of this handbook is to act as a guide for the student-athlete and parents in order that they are aware of policies and expectations of Villa Maria Academy's athletic program. It is essential to any athletic program that all participants, student-athletes, coaches and parents, be thoroughly informed of all rules and regulations governing the athletic department of Villa Maria Academy as well as the school's expectations for behavior on and off the field/court. Before each sport season commences, every student athlete and her parent(s) are expected to read this handbook and submit a signed document attesting to receipt and acceptance of the policies. This Athletic Handbook is in tandem with the *Villa Maria Academy Student Handbook*. Should the Athletic Handbook not address a certain situation, the *VMA Student Handbook* should be referenced for clarification. The *VMA Student Handbook* will always take precedence over the Athletic Handbook in the rare case of a conflict. Participation in the athletic program is a privilege and Villa Maria Academy reserves the right to revoke the privilege if the student athlete or her parents are in violation of the accepted policies.

Purpose of Athletics

Rooted in the IHM charism of fidelity, creative hope, and love, Villa Maria Academy is dedicated to the full growth of the whole person and athletics can play a significant role in this commitment. Competitive sports enhance the physical growth and development of the participants, as well as the qualities so necessary to compete at a high level – grit and resilience. The athletic program enhances school spirit while teaching both athlete and spectator the value of fair competition and good sportsmanship. While there is a strong commitment to winning, there exists a greater commitment to student athletes' ability to build confidence and character.

Athletic Program

Villa Maria Academy is a member of the AACA (Athletic Association of the Catholic Academies) which is governed by PIAA (Pennsylvania Interscholastic Athletic Association). With this in mind, student athletes need to establish priorities that reflect the Villa Maria /PIAA philosophies. All student athletes are expected to adhere to the policies outlined in the *Villa Maria Student Handbook* and the *Villa Maria Academy Athletic Handbook*. Scheduling for all teams is done based on available competition with the Catholic Academy League and then priority given to other PIAA programs.

Villa Maria has a long history of highly successful athletic teams at the league, district and state levels which have won championships at each level. Villa's coaches are knowledgeable, dedicated professionals who are committed to the overall mission of the school. As a result, Villa coaches do not build successful teams; they develop successful programs. When a student becomes Villa Hurricane, she becomes part of one of the greatest high school athletic traditions in the area.

Students who do earn membership on a team must understand that this honor involves hours of time for practice and games as well as strenuous physical exertion on their part to stay in good physical condition.

Every student athlete must recognize the commitment that she is making to the team and be responsible to keep that commitment.

All qualified students may vie for positions on sports teams. Unfortunately, it is not possible for everyone who tries out to be accepted on the team. The coach, in conjunction with his/her assistants and the athletic director, will make the decision which students will gain membership on any given team and that decision is final. The school administration will respect the decisions of the athletic department and will not intervene in these decisions. It is the responsibility of parents to help their daughters understand that not everyone can be selected. This builds resiliency and grit.

Interscholastic sports at Villa Maria Academy include:

Fall: Cheerleading, Cross Country, Field Hockey, Golf, Soccer, Tennis, Volleyball, Sailing

Winter: Basketball, Freshmen Basketball, Indoor Track, Swimming

Spring: Cheerleading, Lacrosse, Outdoor Track, Softball, Sailing

Varsity Sports: Varsity athletes are those athletes who have tried out for the team who exhibit the highest level of skills from among the pool of candidates. They will have the opportunity to compete against other talented athletes from opposing schools. The purpose of a Varsity level team is to hone the skills of the athletes, as well as to provide the school with the ability to compete at the Varsity level.

Junior Varsity Sports: Programs at the Junior Varsity level offer students who do not yet possess the skills or playing experience of a varsity player the opportunity to develop those skills and knowledge of the sport while gaining playing experience in a competitive environment. Occasionally Junior Varsity athletes may "play up" for a Varsity team; however, this should not be misinterpreted to mean the student will be moved to the Varsity level.

Villa Maria Academy offers freshman teams in some sports, when possible.

Athletic Forms and Fees

Membership in PIAA allows athletes to compete at the district and state levels. Villa Maria Academy abides by all rules and regulations mandated by this state organization. Student-athletes must comply with the PIAA rules regarding eligibility:

- All athletes must submit a PIAA Physical Form dated after June 1st of the current year in order to participate in a sport. This form needs to be submitted to the Athletic Trainer two weeks prior to first day of tryouts.
- A transfer student needs to submit the proper paperwork provided by PIAA to assure her athletic eligibility based on athletic participation and academic eligibility at her previous institution.
- All student athletes must take an Impact test prior to the school year

For more information regarding PIAA rules and regulations, please visit the PIAA website at www.piaa.org.

In addition, Villa Maria academy athletes must

- Submit the school's athletic transportation and technology communication forms signed by parents
- Purchase the required team uniform components as specified by the specific teams
- Return the signed "Athletic Handbook Receipt" form, indicating awareness and acceptance of the policies in the Athletic Handbook
- Remit the required sports' fee by the date due

NOTE: Athletic fees have been established to help offset the rising cost of athletics. The current fees are as follows:

\$250	\$150
Basketball	Freshman Basketball
Cross Country	Cheerleading
Field Hockey	
Golf	
Lacrosse	
Soccer	
Softball	
Tennis	
Track-winter	
Track-spring	
Volleyball	

Athletic fees will be billed on the parents' FACTS accounts once a roster has been submitted to the athletic department.

NOTE: No team and/or parent can fundraise or collect money for any purpose without prior approval of the Athletic Director and Principal. Such a request must be presented in writing and indicate the reason, use and amount of money to be collected. Should such approval be granted, a summary account must be submitted to the Principal, Activity Director, and Athletic Director at the end of the event, and include a narrative about the activity and participants as well as a statement of revenue and expenses.

Athletic Program Policies

Athlete Code of Conduct

- Student athletes at Villa Maria Academy are expected to exhibit appropriate Christian conduct at all times, always conscious that they represent Villa Maria Academy High School.
- Student athletes will conduct themselves as exemplary members of the school community in school, out in the community and on any school campus which their team is visiting.
- At all times, team members are to act with respect toward their coaches, teammates, officials, opposing teams, and all staff members.
- Proper dress, behavior and language on and off campus are mandatory for all student athletes.
- Student-athletes are expected to follow all rules, procedures and policies mandated by their coach.
- Student-athletes must attend all games, practices, and team functions. Coaches or the Athletic Director may impose a suspension, probation or dismissal from the team if there are issues with a student-athlete's attendance. **NOTE:** Individual sports (tennis, golf, cross country, track & field, and swimming may have some flexibility with attendance as mandated by the coach).
- If an unforeseen emergency situation arises and attendance at a game or practice is not possible, the student-athlete must personally notify the coach.
- The use of tobacco, alcohol, and/or drugs is strictly forbidden. **If a student-athlete violates this policy, she will be removed from the team for the remainder of the season.**

Any violation of the above regulations, act of unacceptable behavior which includes violation of civil law or of *Villa Maria Academy Student Handbook* and/or *the Athletic Handbook* may lead indefinite suspension or dismissal from the team for the remainder of the season.

Academic Eligibility Policy

A student athlete can face a challenging task balancing athletics and the rigorous demands of academics. In order to be successful in managing both of these demands, a student athlete must practice time-management and also determine priorities to satisfy both of these roles.

As a student juggles class attendance, practices, and travel time to athletic events, time conflicts are inevitable. Students may miss class for athletic competitions. The student athlete must resolve any academic conflicts with her appropriate teachers **before** the athlete misses a class or commitment. In the event that conflicts cannot be resolved, the student's primary responsibility is to her academic obligations. **Coaches cannot make demands that will compromise a student's academic standing.**

NOTE: All homework assignments must be submitted **before** an athlete is dismissed for an athletic competition.

A student-athlete receiving a failing grade in any academic subject is on Academic Probation for the next grade reporting period.

During the probation period, the student must:

1. Meet weekly with the subject teacher
2. Follow the recommendations of the subject teacher
3. Report to any assigned tutoring
4. Report regularly to the Guidance Counselor and Director of Curriculum as directed in the student's individual plan

Failure to adhere to a prescribed academic assistance program may result in ineligibility from participation in extracurricular activities, including athletics.

If a student is reporting a failing grade "F" when interim 'At Risk' updates are required, she will be considered ineligible for extracurricular participation until a passing grade is achieved. Teachers have the latitude to report a student "In Danger of Failing/IDF" if, in the teacher's professional assessment, the student is making specific progress toward improvement of a poor grade. However, if the student does not meet the parameters of the improvement plan set forth or does not move out of a failing grade range, the student will be considered academically ineligible, and she may not participate in extra-curricular activities until a passing grade is achieved. Student-athletes are fully responsible for monitoring their academic progress via PowerSchool. Therefore, there should be no surprises if a situation arises rendering a student-athlete ineligible for an extracurricular activity. If a student-athlete is deemed ineligible, her status will be communicated to her by the Director of Curriculum and Instruction in conjunction with the student's Guidance Counselor, the Director of Activities, and the Athletic Director.

School and Class Attendance

Students and teachers are notified in advance by the athletic director of any scheduled departures for athletics events. Should the departure affect Advisory Period attendance, it is the responsibility of the student athlete to indicate her planned dismissal on the morning's "Advisory Sign Up" form. Students are required to notify their teachers prior to missing any class due to a sports' dismissal. It is likewise the student's responsibility to schedule a time with her teachers to fulfill any missed obligation including quizzes, tests, and/or class work.

An athletic commitment is not an excuse to miss detention. Any student -athlete assigned to detention must report to the Dean of Students and serve her scheduled detention prior to going to the athletic competition. Failure to do so will result in her ineligibility to participate-in the next scheduled game.

A student-athlete must be present in school by 9:30 a.m. in order to participate in a practice or in a game that day. If a student is considered absent or arrived to school after 9:30 a.m. without a valid

excuse (e. g. funeral attendance, documented medical appointment with medical note), then she *is ineligible* to participate in practice or a game that day.

NOTE: A student–athlete is expected to report to school for homeroom on the day after an athletic competition unless a special exemption for late arrival has been granted.

BEHAVIOR EXPECTATIONS

HAZING: Villa Maria Academy’s Hazing Policy

- No student, teacher, administrator or other school employee, contractor or volunteer shall plan, direct, encourage, aid or engage in hazing.
- No student, teacher, administrator or other school employee, contractor or volunteer shall permit, condone or tolerate hazing.
- Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- A person who engages in an act that violates school policy or law to initiate a student into a student organization shall be subject to disciplinary consequences.
- A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- This policy applies to hazing behavior that occurs on or off school property and during and after school hours.
- The school will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator or other school employee, contractor or volunteer who is found to have violated this policy.

"Hazing," means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The term “hazing” includes, but is not limited to:

- Any type of physical brutality or placing a harmful substance on the body.
- Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
- Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
- Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame or humiliation that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
- Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

For further information about the school's "Hazing Policy," please consult the academy's webpage at www.vmahs.org.

Alcohol, Tobacco and Drug Policy

Student athletes will not use or possess any quantity of alcohol, tobacco or illegal/non-prescription drugs (including steroids). Athletes may not be present at a party or in any situation where alcohol or any controlled substances are consumed by minors. Any athlete who violates the school policy regarding alcohol/drug use will be subject to disciplinary action in accordance with school policy, including immediate suspension and probable expulsion from the team.

Uniforms

The school purchases uniforms for the following sports: Cross Country, Field Hockey, Soccer, Basketball, Indoor/Outdoor Track, Lacrosse and Softball. All equipment and uniforms are to be returned clean and in good condition on the required date when the athlete completes the sport either at the end of the season or leaves the team. **NOTE:** The financial responsibility for damaging a school-issued uniform or for not returning the school-issued uniform is as follows:

- \$200. for Field Hockey (V and JV); Soccer; Basketball (V and JV); and Lacrosse
- \$150. for Cross Country; JVB Field Hockey; Freshmen Basketball; Indoor Track; Outdoor Track; and Softball Jersey

NOTE: Beginning with the 2018-19 school year, additional uniform pieces and/or team spirit wear must be purchased through the Villa Maria Academy School Store.

Athletic Dress Code

It is the vision of the Villa Maria Community to make our athletes look as uniform as possible. In the effort to do this, we offer two styles of warm-ups that the athlete may purchase and we offer a Villa Athletic shirt that must be purchased if your team jersey is sleeveless. Below is a description of these articles of clothing.

Horizon Warm-Up (*Basketball, Cross Country, Soccer, Softball, Swimming, Tennis, Track, Volleyball*)

- Navy and Carolina blue full zipper jacket with "Villa Maria Athletics" and the athlete's name embroidered on the jacket.
- Pants are navy with Carolina blue pin stripe down the side with "Villa Maria Athletics" on the pant.

Mission Warm-Up (*Field Hockey and Lacrosse*)

- Navy and Carolina blue 3/4 zipper jacket with "Villa Maria Athletics:" and the athlete's name embroidered on the jacket.
- Pants are navy with Carolina blue pin stripe down the side with "Villa Maria Athletics" on the pants.

Villa Maria Athletic Shirt

- Navy blue, short sleeved crew neck shirt with "Villa Athletics" across the front

Basketball, Cross Country, Indoor/Outdoor Track and Swimming

- Athletic warm-up with the Villa athletic shirt
- Freshmen Basketball: VMA navy gym suit for away games

Field Hockey

- Weather permitting, team uniform with Villa Athletic shirt
- Athletic warm-up with Villa athletic shirt
- JVB Field Hockey: VMA navy gym suit for away games

Golf

- Golf uniform
- Villa golf jackets

Soccer and Lacrosse

- Weather permitting, team uniform
- Athletic warm-up with team jersey

Tennis

- Weather permitting, Villa athletic shirt with tennis dress
- Athletic warm-up with Villa athletic shirt

Volleyball

- Weather permitting, team jersey with gym shorts
- Athletic warm-up with team jersey

Softball

- Weather permitting, team uniform
- Athletic warm-up with team jersey

Please note:

- Villa athletic warm-up (Horizon or Mission) is the only warm-up that may be worn.
- The team jersey (if not sleeveless) may be worn with the warm-up. If team jersey is sleeveless, then the student needs to wear the Villa Athletic shirt. **No other t-shirt or shirt is acceptable.**
- Athletes are not allowed to wear to school their team practice/warm-up shirts. That shirt is only to be worn on the court or field (except on Spirit Fridays).
- Athletes are not allowed to wear any spirit wear to school that they purchased from their team store (except on Spirit Fridays).
- Socks must cover the ankle and must be white or blue.
- Sneakers must be tied.
- All shirts and jerseys that are meant to be tucked in should be tucked in.
- When the student body changes the uniform to winter wear, all varsity and junior varsity athletes must wear the regulation warm-up. JVB Field Hockey and Freshmen Basketball team members are to wear VMA navy gym suits.
- No outerwear with the athletic uniforms in classrooms.

Penalty for Failure to Adhere to the Athletic Dress Code:

1. First demerit: The athlete will lose the privilege of wearing her sports uniform to school on “away” game days for two weeks.
2. Second demerit: The athletic forfeits the privilege of wearing her sports uniform for the remainder of the season.

Expectations of Captain

Captains play a vital role on a team and in the school. All team captains are expected to set a good example for their team members by the following behaviors:

- Set a good example academically
- Show respect for the team uniform by adhering to the athletic dress code and ensuring other team members do likewise
- Attend and arrive on time to all practices and games, and be the last to leave
- Lead the warm-up activities before practice and matches
- Commit to working and training and lead by example
- Exhibit good sportsmanship
- Be a positive influence on and off the field
- Thank all officials after completion of a game
- Help with game advertisement or publicity
- Help with uniform collection at the end of the season
- Hold team meetings for spirit and morale periodically throughout the season

GAME DAY PROCEDURES

Home Games

Athletes are permitted to change into their team uniforms at their lunch periods. At the end of the day, athletes are to proceed directly to the playing field.

Away Games

When a game is scheduled off-campus, student-athletes are permitted to wear their team uniforms with their school approved athletic warm-up to school. If an athlete does not have the school approved warm-up, she is to wear the regular Villa uniform during the school day. Athletes are not permitted to wear their team uniforms to liturgies or to formal assemblies – even if the liturgy or assembly is held on the day of an away contest.

Team Travel

While visiting other schools, student-athletes of Villa Maria Academy are representatives of the school. Student athletes are to conduct themselves in a manner that will reflect a positive image on themselves and on the school. Appropriate conduct must be exhibited at all times. Generally, student athletes need

to travel in regulation warm up suits and present a uniform appearance. A neat and clean appearance is required, also.

Villa Maria Academy's Athletic Department generally provides buses for athletes to travel to and from athletic contests. All athletes are expected to travel to and from the game site on the bus. Parents may pick up athletes after away games only when the coach has received a note by the coach's deadline for such note.

Student athletes should make sure that they know the time and place of their departure and be prompt and ready to leave at the scheduled time.

MEDICAL INFORMATION

Athletic Training Support

A Certified Athletic Trainer is available to all student-athletes for evaluation, prevention, treatment, and rehabilitation of athletic-related injuries, as well as referral for medical or emergency care. The following procedures are in effect:

- Student-athletes should contact the athletic trainer immediately in case of sports-related illness or injury, no matter how minor.
- Student-athletes who need the attention of the athletic trainer should report for treatment prior to practice or competition time. When appropriate, a pass from the athletic trainer is required.
- Student-athletes should follow all recommendations and guidelines regarding treatment and rehabilitation as set by the trainer.
- The trainer has the right to prohibit student-athletes from practice and/or competition when deemed appropriate or necessary.
- Failure to follow recommended treatment, rehabilitation, or medical follow-up may result in suspension and/or loss of eligibility to participate in practices and/or competitions for a specified time which will be determined by the Athletic Director in consultation with the athletic trainer and the appropriate coach
- All medical equipment loaned to the student-athlete by the school (braces, crutches, etc.) is to be returned when no longer needed.

Insurance

Villa Maria Academy enrolls each student in a medical accident insurance program. This insurance is intended to cover those minor accidents and/or injuries which may occur on school property or at school-sponsored events. An accident report must be completed and filed in the Main Office. All injuries which occur during practices or competitions must be reported immediately but no later than 24 hours after the injury has occurred. Please contact the Athletic Director or Athletic Trainer for further information.

Emergency Procedures

In the event of serious injury, the school representative will call 911, and the student will be transported by ambulance to the nearest hospital. The athletic director, coach, assistant coach, or athletic trainer will notify the athlete's parents and follow the ambulance to the hospital.

ATHLETIC AWARDS

Each sport holds its own individual sports banquet at the end of its season. At this event, student-athletes and coaches are recognized for their outstanding athletic and academic achievements during the year. The following awards are presented:

First Year Award	JV Certificate or Varsity letter & pin
Two Year Award	JV Certificate, Varsity Letter and/ or Varsity pin*
Three Year Award	JV Certificate, Varsity Letter and/or Varsity pin*
Four Year Award	Varsity pin or Varsity letter & pin (If the athlete did not receive a letter and pin in a previous year)

*If an athlete received a Varsity letter in any sport the previous season or year, the athlete will only receive a pin to add to that letter.

Additional awards may-also be presented each year by the coaches; these include MVP, Coach's Award, Most Improved Player, etc.

Earning a Varsity Letter

All athletes must meet the following requirements to be eligible to receive a Varsity Letter:

1. The sport must be officially sanctioned by the National Federation of High School Sports, PIAA, and Villa Maria.
2. A full-time coach must be selected by the administration and employed by VMA.
3. The athlete must comply with all requirements regarding eligibility in terms of her enrollment and academic standing.
4. The athlete must have attended practices and meetings as designated by the coaching staff.
5. The athlete must not have violated any Level 3 rule regulation or policies (*Student Handbook*, p. 21), including use of alcohol, nonprescription drugs or tobacco products.
6. The athlete must have competed in an appropriate number of varsity competitions as designated by each coaching staff per sport (usually at least one half).
7. The athlete must have completed the season in a satisfactory manner.
8. The athlete must have returned equipment and/or uniforms issued to her by the coaches.
9. The athlete must not have violated any rules, regulations or policies regarding criminal activity requiring a police report.
10. An athlete could receive a varsity letter if the coaching staff feels the athlete was an integral part of the team and did the best she could considering her physical abilities and year of graduation.
11. Athletes in compliance with the above will be awarded a JV Award if they do not merit an award at the varsity level.

Senior Night Events and Special Celebrations

Traditionally, seniors are honored by their teams at the final home game of the season. All senior recognition activities will be carried out on the field, court, or pool area as appropriate.

Any further celebration, including team dinners, either before or after a game or practice, may not be held within the facilities of Villa Maria Academy.

COMMUNICATION

Expectations of Parents

Parents of student athletes **are required** to attend a Sports Information Night program at the beginning of each sport season. Parents are expected to encourage and support their daughters and their teams in a positive manner and to model the sportsmanlike behavior expected of their daughters. As spectators, parents are expected to cheer for their daughters but never to become belligerent toward players, coaches, officials or other fans. No parent may be on the team sideline or in the locker rooms before, during or after a practice or game. Parents should not criticize coaches, other athletes, or the school and are expected to accept the coaches' decisions with respect.

NOTE: Parents may not hold tail gate parties or other social events connected with a team at a game unless the event is open to all team members. **At no time may alcohol be served at any event connected with a game.**

Conflict Resolution

Athletes and their parents must respect the authority of the coaches to resolve any issues that develop. When a problem arises for a student-athlete, the following steps are to be followed to address the situation:

- The student athlete should contact the coach to discuss the concern directly. If the initial contact with the coach does not resolve the issue, the student athlete should contact the Athletic Director.
-
- A parent should schedule a meeting with her daughter's coach directly with questions or requests for clarification. At no time, should a parent try to engage a coach in a discussion immediately after a game. Should the issue warrant further attention, the Athletic Director will address the concern in a timely fashion.
- While the administration maintains a position of overseeing the athletic department, it is not involved with the daily workings of the department. A referral to the principal will only be addressed when all other avenues have been exhausted.

The following are not considered appropriate concerns to be directed to a coach by parents: playing time, team strategy, play calling, other student athletes.

Twenty-four Hour Rule

In the unfortunate circumstance that a student or parent is upset about something that has occurred during a practice or a game, he/she is requested to follow the 24-hour rule. This 24-hour rule requires that the student athlete or the parent who is upset to wait until a full day has passed before making any contact with a coach to voice his/her concerns. This practice allows for the emotions to drain from the situation so that communication can take place in a reasonable and effective manner and focuses on the good of the student athlete. If waiting until the next day could cause injury or harm to a student, communication is encouraged to take place immediately.

PARENT/COACH RELATIONSHIP

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, coaches and parents are better able to accept the actions of the other and provide greater benefits to the athlete. When a student becomes involved in VMA's athletic program, parents have a right to understand what expectations are placed on their daughters. This begins with clear communication from the coach.

Communication a Parent Should Expect from the Coach:

1. The philosophy of the coach
2. The expectations the coach has for the student athlete as well as the players on the team
3. The locations and times of all practices and contests
4. Team requirements such as fees, special equipment, off-season conditioning, etc.
5. The discipline issues that result in the denial of the student athlete's participation

Communications Coaches Expect from Parents:

1. Concerns expressed directly to the coach
2. Notifications of any schedule conflicts well in advance
3. Specific concern in regard to a coach's philosophy and/or expectations

When a student athlete becomes involved in the programs at Villa Maria Academy, she will experience some of the most rewarding moments of her life. It is important to understand that there also may be times when things do not go the way parents or athletes wish. At these times, parents are encouraged to make an appointment with the coach.

Appropriate Concerns to Discuss with Coaches:

1. The treatment of student- athlete.
2. Ways to help the student-athlete improve.
3. Concerns about the student-athlete's behavior

It is difficult for a parent to accept that his/her daughter may not be playing as much as may have been hoped. Coaches are professionals. They make judgment decisions based on what they believe to be best for all athletes involved. As the above list indicates, certain things can be and should be discussed with student-athlete's coach. Other things, such as those listed next, must be left to the discretion of the coach.

Issues NOT Appropriate to Discuss with Coaches:

1. Playing time
2. Team strategy
3. Play calling
4. Other student athletes

If a parent has a concern to discuss with a coach, this procedure should be followed:

1. Call and set an appointment with the coach.
2. If the coach cannot be reached, please bring this to the attention of the Athletic Director.
3. *Please do not attempt to confront a coach before or after a contest or practice.* These can be emotional time for both the parent and the coach. Meetings of this nature do not promote resolution.
4. NOTE: If the meeting with the coach did not bring a satisfactory resolution, the parent should call to make an appointment with the Athletic Director to discuss the situation. At this meeting, the appropriate next step can be determined.



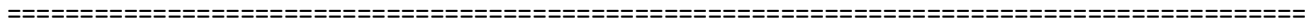
Dear Parents and Student-Athletes,

This handbook contains information about Villa Maria Academy's Athletic Program as well as school policies. Each year we update the handbook; please be aware of this year's changes.

We ask you to read this handbook carefully and then to complete the form below. This form should be returned to the Athletic Director before the student-athlete's season begins.

Thank you for your cooperation. We look forward to a great year!

Mrs. Mary Jo McKenzie
Athletic Director



We have received a copy of the Villa Maria Academy Athletic Department Handbook and we realize our responsibility to support and to follow the policies in this HANDBOOK.

(Mother's Signature)

(Father's Signature)

_____ HR _____
(Student's Signature)

(Team)

Date received by School _____

