



Seton Catholic High School Athletic Handbook

Updated Fall 2017

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Dear Student-Athletes and Parents/Guardians:

The *Seton Catholic High School Athletic Handbook* is our means by which to inform you of our philosophy, goals, and expectations. Please do not simply view this as a rules book because it much more than that. It is being used as a tool to ensure that we make every effort to help our student-athletes succeed on the athletic field, in the classroom, and most importantly, in life. While our athletic staff desires to see our athletic teams win many games and compete at the state level, our main objective is to produce productive and moral members of our society. With the guidance from our athletic staff and the support from our parents, we can certainly achieve this objective.

A lot of hard work by many individuals has gone into the creation of Seton Catholic High School. A lot of hard work is still in the future as we continue to build our athletic program. SCHS is represented not only by our teachers, coaches, and students, but also by our families and supporters. While athletics is very competitive and many times emotions run high, it is always important to display a Christian attitude through good sportsmanship. It is important to remember that the way we present ourselves is a reflection on our school and on our faith.

With your support and observance of the *Seton Catholic High School Athletic Handbook* we can ensure our student-athletes the best possible chance to succeed. Our athletic staff will strive to put a group of young men and women on the field of competition every contest that we can be proud of as members of Seton Catholic High School and the Richmond Catholic Community. Thank you for your continued support and I look forward to another great year of athletics. GO CARDINALS!!!

Sincerely,

Trent Tremain

Trent Tremain
Athletic Director

PHILOSOPHY

- The year-round conduct of a SCHS athlete in all places shall communicate the Catholic identity of our school community and enhance the morality and educational environment of our school.
- The *Seton Catholic High School Athletic Handbook* is in accordance with the Indiana High School Athletic Association (IHSAA) Constitution and By-Laws for the benefit of every athlete in our total program.
- The *Seton Catholic High School Athletic Handbook* is in effect twelve months a year for all in-season and off-season athletes in grades seven through twelve because of the value of maintaining optimal physical and mental health at all times, and our athletes' ongoing representation of SCHS throughout the calendar year.

Mission and Beliefs

The mission of the Seton Catholic High School Athletic Department is to provide and foster an environment in which our student-athletes have the opportunity to excel and develop their God-given talents and potential in all aspects of their life skills.

- Cardinal students, athletes, coaches, parents, and fans will conduct themselves in such a manner as to bring honor and pride to SCHS.
- Cardinal athletics will foster loyalty to Seton and to one another and will develop important character traits including, but not limited to, positive work ethic, respect, perseverance, sportsmanship, and fellowship.
- Seton athletics will be an example of Christian character and Catholic traditions and beliefs.
- Seton student-athletes will be leaders in representing Seton in all they do, on the field of competition, in all academic responsibilities, and in the community.

EXPECTED CONDUCT OF STUDENT-ATHLETES

- An athlete should strive to be a positive influence in all he or she does. He or she works for the betterment of SCHS, the family, him or herself, and the Catholic community in all endeavors. An SCHS athlete is expected to understand that one's dress speaks loudly about the individual and the school he or she represents.
 - ❖ All high school athletes should wear uniforms or team-issued warm-ups to and from the contests. No other attire is permitted.
 - ❖ Junior high school athletes may wear appropriate school dress attire, uniforms, or warm-ups, as determined by the coach.
- An athlete should live by the principle that maximum effort and performance in athletics and academics cannot be attained if one drinks alcohol, uses controlled drugs or tobacco.
- An athlete should strive to be a sportsman or sportswoman, one who knows the use of illegal or unfair tactics to gain an undeserved advantage is wrong.
- An athlete should plan so that energy can be devoted to studies and one's abilities can be rewarded. It is the athlete's responsibility to ensure that he or she allows time to meet the requirements both in athletics and academics.
- An athlete should appreciate that coaches, teachers, and school officials seek the best interests of all athletes as they conduct and represent the total athletic program and name of SCHS.
- An athlete should treat contest officials with courtesy and respect. An official does not win or lose a contest. He or she officiates to ensure a fair contest for both teams.
- An athlete should care for equipment and property as if it were his or her own. If equipment or property is destroyed through practice or age, the school will replace the item. If an athlete loses, damages, or steals the item, he or she will pay for its replacement.
- Athletes are encouraged to participate in religious services provided by Seton and their parish communities.

EXPECTED CONDUCT OF PARENTS/FANS

- Parents/fans need to always be mindful that their behavior represents not only themselves, but also their families, SCHS, and their Christian faith.
- Always practice good sportsmanship.
 - ❖ Cheer for SCHS, and even athletes from other schools, but never insult or taunt any athlete.
 - ❖ Display respect for contest officials, even if you disagree with a call. Under no circumstances is it acceptable to verbally abuse an official.
 - ❖ Do not taunt or make derogatory remarks towards the opposing team's fans.
 - ❖ Do not throw objects onto the playing surface or in the stands at any time.
 - ❖ Never enter the playing area during a competition.
 - ❖ **Sportsmanship Challenge Program**
 - Your behavior at games now affects SCHS' sportsmanship rating with the IHSAA. If you are ejected from a contest, the entire SCHS athletic program now pays the price for your actions.
- Always be respectful in your interactions with SCHS coaches
 - ❖ Do not approach a coach during a contest
 - ❖ Avoid approaching a coach immediately before or immediately after a contest, unless there is an emergency situation that they need to be made aware of.
 - ❖ **Chain of Command**
 - If you have a concern regarding the team or your student-athlete, please speak to the following individuals in order:
 - Your Student-Athlete, Coach, Athletic Director, Principal, Superintendent
 - If your concern is directly related to a specific coach and his or her code of conduct, please speak to the following individuals in order:
 - Athletic Director, Principal, Superintendent

IHSAA AND SCHS INTERSCHOLASTIC ATHLETIC ELIGIBILITY

Before any participation in the SCHS athletic program, including out-of-season conditioning and open facility sessions, an athlete needs to:

- Be enrolled at SCHS.
- Have a completed medical emergency form with supporting parent/guardian signature on file in the office.
- Sign the *Seton Catholic High School Athletic Handbook Consent Form* as documentation that the student and parent/guardian know, understand, appreciate and volunteer to assume the risks and conditions, as well as the expectations, associated with interscholastic athletic participation at SCHS.

Before the first official practice in a sport, excluding out-of-season conditioning and open facility sessions, an athlete needs to:

- Be enrolled at SCHS.
- Pass a physical examination from a licensed physician and have supporting student, parent, and physician signatures of consent. Completed IHSAA physical exam forms (must have the IHSAA logo in the upper right hand corner) are to be turned in to the athletic director. The examination must be administered between April 1 of the preceding school year and the start of the official practice in the current school year (IHSAA By-Laws).

- Have a completed medical emergency form with supporting parent/guardian signature on file in the office.
- Sign the *Concussion and Sudden Cardiac Arrest Acknowledgment and Signature Form* as the ImPACT Program is a vital tool used by SCHS to protect our athletes from serious brain injuries both now and in the future.
- While not required, it is also strongly recommended that all athletes complete the *HIPPA Consent Form* in order for the Reid Hospital athletic training staff to best serve their needs.
- Sign the *Seton Catholic High School Athletic Handbook Consent Form* as documentation that the student and parent/guardian know, understand, appreciate and volunteer to assume the risks and conditions, as well as the expectations, associated with interscholastic athletic participation at SCHS.
- Meet specific program or team rules in addition to those included in the *Seton Catholic High School Athletic Handbook*.

Before the first official contest in a sport, an athlete needs to:

- Be enrolled at SCHS.
- Pass a physical examination from a licensed physician and have supporting student, parent, and physician signatures of consent. Completed IHSAA physical exam forms (must have the IHSAA logo in the upper right hand corner) are to be turned in to the athletic director. The examination must be administered between April 1 of the preceding school year and the start of the official practice in the current school year (IHSAA By-Laws).
- Have a completed medical emergency form with supporting parent/guardian signature on file in the office.
- Have received passing grades in all full credit subjects or the equivalent at the end of the last grading period and be currently enrolled in at least six full credit subjects or the equivalent.
 - ❖ For high school athletes, first and third quarter grades determine second and fourth quarter eligibility, respectively, and first and second semester grades determine third and first quarter eligibility, respectively. Athletes must also meet any and all academic requirements, which Seton Catholic High School puts forth.
 - ❖ For junior high athletes, eligibility is determined by grades earned during the preceding quarter.
 - In the event that an athlete fails a class during the second or fourth quarter but earns a passing grade for the semester in the same class(es), he/she will be eligible for athletics.
 - ❖ Grades earned during the second semester of eighth grade do not affect the eligibility of freshmen. Those who received failing second semester grades will be placed on academic probation for the first quarter of their freshman year, but will still be allowed to participate provided they do not violate probation.
- Sign the *Concussion and Sudden Cardiac Arrest Acknowledgment and Signature Form* as the ImPACT Program is a vital tool used by SCHS to protect our athletes from serious brain injuries both now and in the future.
- While not required, it is also strongly recommended that all athletes complete the *HIPPA Consent Form* in order for the Reid Hospital athletic training staff to best serve their needs.
- Sign the *Seton Catholic High School Athletic Handbook Consent Form* as documentation that the student and parent/guardian know, understand, appreciate and volunteer to assume the risks and conditions, as well as the expectations, associated with interscholastic athletic participation at SCHS.
- Meet specific program or team rules in addition to those included in the *Seton Catholic High School Athletic Handbook*.

Age

To be eligible for athletic participation in a given sport, an athlete may not be twenty years of age prior to or on the scheduled date of the IHSAA state finals in the sport (IHSAA By-Laws).

Transfer Students

A student who transfers his or her enrollment to SCHS from a different high school, or from a junior high school if that school includes the freshman year, is required to complete an *IHSAA Athletic Transfer Report*. The parent or guardian of the transfer student must contact the athletic director as soon as possible upon enrollment at SCHS to begin the reporting process. Otherwise, forfeiture of team and individual interscholastic athletic contests will result from not receiving eligibility clearance from the IHSAA. The report is then sent to the student's former (sending) school and the IHSAA. The IHSAA makes the eligibility determination for the athlete (IHSAA By-Laws). SCHS does not grant eligibility for interscholastic competition before receiving the IHSAA ruling.

Athletic Participation Outside the SCHS Athletic Program

Participation during authorized contest season. Rule 15-1.1 & Rule 15-1.2

- Participation in organized non-school sports competition during the authorized contest season, including the IHSAA tournament series, in that sport shall cause the student to become ineligible for their school team in that sport for a period not to exceed 365 days.
- Student-athletes may receive private lessons so long as:
 - ❖ They are not mandated, scheduled or paid for by the school.
 - ❖ No school practices or competitions are missed.
 - ❖ No student from another school is participating in the lesson.

An outstanding student-athlete may participate as an individual during the authorized contest season of a sport, without loss of eligibility, provided the following criteria are met:

- A completed waiver application form signed by the parent, coach, and principal is forwarded to the Commissioner seven days prior to the event and approved by the Commissioner.
- Certification by State, National, or International non-school organization verifying the student's qualifications.
- Arrangements to complete academic lessons, assignments, tests, etc. are made in advance.
- Student may not miss an Association-sponsored tournament series or a school contest for which he/she is eligible.
- Student and parent agrees to not accept, directly or indirectly, any awards, gifts, trips, merchandise, etc. which would violate the IHSAA rules on amateurism, awards, prizes, and gifts.
 - ❖ Medals, trophies, and/or plaques are acceptable since they are symbolic in nature and not considered merchandise under IHSAA rules

Amateurism

To retain amateur athletic status, a criterion for interscholastic athletic participation, a student-athlete may not

- Play under assumed names
- Accept payment directly or indirectly for athletic participation
- Accept any awards, gifts trips, merchandise, etc. which would violate IHSAA rules
 - ❖ Medals, trophies, and/or plaques are acceptable since they are symbolic in nature and not considered merchandise under IHSAA rules
- Participate in athletic activities, tryouts, auditions, practices, and games held or sponsored by professional sport organizations, clubs, or their representatives.
- Accept awards, medals, recognition, gifts, and other honors from colleges/universities or their alumni.
 - ❖ A student-athlete, however, may accept transportation and expenses paid by colleges and universities for recruiting purposes during his/her senior year, if conducted within the limitations of college athletic codes (IHSAA By-Laws).

School Attendance

An athlete must be in school for the entire school day in order to practice, compete, or participate in any other team activities on that day. Exemptions may be granted for documented reasons such as medical appointments or funerals. A written exemption request from the parent or guardian, with documentation of the reason for absence, must be presented to the coach, athletic director, principal, or secretary before that athlete will be allowed to participate.

An athlete who is absent five or more consecutive school days due to illness or injury must present written verification to the coach or athletic director from a licensed physician stating that the athlete may resume (IHSAA By-Laws).

If an athlete does not enroll in a high school during the first fifteen days of a semester, or has been enrolled more than eight consecutive semesters beginning with grade nine, or has represented a high school in a sport more than eight semesters, he or she is ineligible for further interscholastic athletic participation (IHSAA By-Laws).

Team Rules

An athlete is expected to abide by all team expectations in addition to those stated in the *Seton Catholic High School Athletic Handbook*. These expectations may apply to facets of participation such as attendance, punctuality, conduct, dress, and haircuts.

Team Participation

- High school athletes may only participate in one sport per sports season (fall, winter, spring).
 - ❖ The only exception to this rule is any year a new sport is offered, seniors will be allowed to participate in the new sport offered and the sport they participated in that sports season the previous year.
 - The athlete will attend all scheduled practices for both sports
 - The athlete must declare to the athletic director which sport will be his/her primary sport before the season begins and if any scheduling conflicts arise he/she will participate in the primary sport contest.
- Junior high school athletes may participate in more than one sport per sports season (fall, winter, spring).

RULES AND CONSEQUENCES

- **Substance Use or Abuse**

An athlete can harm himself or herself by consuming alcohol or tobacco or by illicit drug use. This can harm an athlete's physical and mental health, athletic and academic performance, and personal reputation. A SCHS athlete shall not use, consume, possess, buy or sell alcohol or tobacco without consequence. Similarly, a SCHS athlete shall not be involved in illicit drug activity without consequence. This rule applies year round, on and off school grounds.

 - ❖ **First alcohol, tobacco, or illicit drug involvement violation:**
 - An athlete will lose the opportunity to compete in 50% of the total consecutive contests in the sport they are currently competing in, including tournaments. Or, if the athlete is not currently participating he or she will lose participation in 50% of the consecutive contests in the next sport he or she participates in, even

if it is in another calendar year. If a violation occurs late in a season, including tournaments, the athlete will serve out the remaining percentage of contests in the post-season tournament or in the next season for a total combined punishment of 50%. Note: As it possible for an athlete to join another sport for the express intent of completing a required punishment, the athlete must both fully participate and complete 100% of the next sport or the punishment will carry over until the athletic director is satisfied that the terms of the punishment are fulfilled. This is to prevent both athletes and coaches from abusing this policy.

- In situations that may fall outside of the typical processing by law enforcement or school administration officials, an athlete who stipulates to his/her direct involvement to the principal, athletic director, or coach will be suspended for 25% of the total contests in that sport.

❖ **Second alcohol, tobacco, or illicit drug involvement violation:**

- An underclass athlete may be athletically ineligible for one calendar year from the date the violation is confirmed.
- A senior athlete may be athletically ineligible for the remainder of his or her senior year.

❖ **Third alcohol, tobacco, or illicit drug involvement violation:**

- The athlete may be ineligible for interscholastic athletic participation for the rest of his or her high school career.

- An athlete shall not commit acts of vandalism, theft, or disrespect that affect the SCHS community. Should such an offense occur, the athlete will face consequences determined jointly by the athlete's in-season coach, athletic director, and principal. Such consequences may include suspension or dismissal from the team, depending on the severity of the offense.
- An athlete who is found guilty of a criminal offense outside the scope of the *Seton Catholic High School Athletic Handbook* will also face the above possible consequences as determined jointly by the athlete's in-season coach, athletic director, and principal. The same applies to an athlete who admits to such criminal activity but is not charged or arrested.
- An athlete who is at the scene of criminal activity (including, but not limited to, the illegal use of alcohol, tobacco, or other drugs) may face consequences determined by the coaching staff, athletic director, and principal.
- An athlete who is in violation of school rules will be disciplined according to the *Seton Catholic Student Handbook*. The athlete may face additional consequences based on his or her team's rules set by the head coach. If an athlete is suspended from school, he or she is ineligible for interscholastic athletic participation from the start of the school suspension until the end of the suspension.
- Athletes suspended for substance abuse and/or criminal activity must complete the season in the sport in which they served their suspension. Failure to do so will result in the same suspension in the next sport in which they participate.

ENFORCEMENT

All coaches, teachers, administrative staff, athletes, and parents should work together to uphold and enforce the *Seton Catholic High School Athletic Handbook*. A possible code violation shall be reported promptly to the athletic director, who will include the athlete, parent, coach, and principal when needed in an investigation of the matter.

Upon further investigation, if it is decided that an athlete has violated the *Seton Catholic High School Athletic Handbook* and will be temporarily or permanently excluded from interscholastic athletic

participation, the athletic director will inform the athlete and his or her parent/guardian of the decision and the consequences of the athlete's action(s).

An athlete who voluntarily quits a team or is dismissed from a team because of a rule violation(s) may not practice or train under a SCHS staff member until that team's season is complete. This rule is in effect from the first official practice date of the season until the completion of the particular SCHS team season.

If an athlete is cut from a team during the try-out period, he or she may try out for or join another SCHS team in the same interscholastic athletic season.

DESCRIPTION OF AWARDS

➤ **Participation Certificates**

- ❖ Certificates of participation will be awarded to all junior high and high school athletes at the sports banquet at the end of the school year.
- ❖ To receive this award the athlete must complete the entire sports season with the particular team(s).

➤ **Varsity Letters**

- ❖ A varsity letter is awarded to any high school athlete who meets all of the lettering criteria for his or her sport.
- ❖ They will be awarded the class numbers and chevrons at the end of the school year and can order their letter jackets from the athletic director at the completion of the sports season in which they lettered.

❖ Varsity Letter Criteria

- In all sports, to earn season-ending awards, an athlete must finish the season in good standing according to the *Seton Catholic Student Handbook*, *Seton Catholic High School Athletic Handbook*, and specific team rules.
- Certain athletes may not attain the standards below due to illness, injury, or other unusual circumstances. In these cases, the varsity coach and athletic director reserve the right to award the varsity letter to such athletes provided they earned a varsity letter in that sport the previous year.
- Any senior athlete who does not meet the lettering requirements will still letter provided they have played at least two entire high school seasons in that sport.
- Any athlete who is on the official varsity roster in a team sport (Baseball, Basketball, Soccer, Softball, Volleyball) for two entire seasons but does not meet the lettering requirements below will earn a varsity letter.
- Any athlete in an individual sport (Cross Country, Golf, Gymnastics, Tennis, Track) who advances to the regional level or further in the IHSAA state tournament as an individual participant but does not meet the lettering requirements below will earn a varsity letter.

▪ **Baseball**

- An athlete must play in at least 50% of the varsity games.

▪ **Basketball**

- An athlete must play in at least 50% of the varsity quarters for the entire season.

▪ **Cheerleading**

- An athlete must cheer in at least 75% of the contests.

▪ **Cross Country**

- An athlete must finish in the top seven places on his or her team in at least 75% of the team's meets.

▪ **Golf**

- An athlete must compete at the varsity level for 75% of the team's matches.
 - **Gymnastics**
 - An athlete must compete at the varsity level for 75% of the team's meets.
 - **Soccer**
 - An athlete must play in at least 50% of the varsity periods for the entire season.
 - **Softball**
 - An athlete must play in at least 50% of the varsity games.
 - **Tennis**
 - An athlete must compete at the varsity level for 50% of the team's matches.
 - **Track**
 - An athlete must compete at the varsity level for 75% of the team's meets.
 - **Volleyball**
 - An athlete must play in at least 50% of the varsity games for the entire season.
- **Scholar Athlete**
- ❖ Any varsity athletes (including managers and statisticians) who meet the following requirements will receive the Scholar Athlete Award.
 - The Scholar Athlete grade point average (GPA) is the average of the student's prior school year second semester GPA and his or her current school year first semester GPA. Freshmen are eligible based on current year first semester grades. Transfer student grades, including those from a junior high school that includes the freshman year of study, are accepted from the former school for purposes of the SCHS Scholar Athlete program. In order for an athlete to receive this award, he or she must have at least a 3.5 GPA.
 - Students must also maintain positive citizenship status in the classroom, athletic program, and as a member of the student body. In order to receive this award, athletes also cannot be suspended or receive four or more detentions throughout the course of the school year.
 - Students who quit a team during the season or are dismissed from a team in the current school year will be ineligible to participate in the Scholar Athlete program for the current school year.
- **Cardinal Scholar Athlete Award**
- ❖ This award is given to the top senior male and female Scholar Athlete with the highest cumulative GPA after seven semesters of high school. Recipients must meet all of the above requirements for the Scholar Athlete Award in order to receive this award.
- **Mental Attitude Award**
- ❖ This award is given to the senior male or female athlete who has demonstrated outstanding character, athletic and classroom leadership, and concern for others and school. The candidate must have earned at least one varsity letter as a senior and must have been enrolled at SCHS from the first day of school in his or her senior year.

MEDICAL SERVICES STAFF

Reid Hospital provides the athletic training services for SCHS. Unless an athlete's injury is extremely severe, he or she is strongly encouraged to seek medical care and guidance first from Reid Hospital's certified athletic trainer, rather than from a general practitioner. Athletic health care professionals have

extensive knowledge and experience in the prevention, rehabilitation, and management of sports injuries. After an injury that requires an athlete to miss action, written clearance is required to be given to the athlete's coach or the athletic director.

Insurance

The SCHS coaching and athletic training staff prioritize the health and safety of our participants above winning. The staff is trained to instruct athletes in the safe and proper skill and training techniques of their individual sport(s). Due to the nature of athletic activity, however, injury, sometimes serious may occur.

Parents and guardians are highly encouraged to have a family insurance policy provided by the Archdiocese. For injuries sustained during school-sponsored activities, school insurance normally pays the balance of medical invoices after the family insurance ceases payments to health-care providers.

Should an injury requiring medical attention occur, the coach must file an incident report to the athletic director as soon as possible to begin the reporting process to the school insurance company. The next step in this process is for the family to obtain the insurance company form from the athletic director. This form asks for family insurance information and athlete information such as date of birth, residence, and injury. The family must return the form, signed, to the athletic director in order for the reporting process to continue.

The IHSAA carries insurance to cover catastrophic injuries incurred during participation in IHSAA sanctioned sports programs. More information about the IHSAA catastrophic injury insurance plan is available upon request from the athletic director.

SCHOOL AND PERSONAL PROPERTY

All athletes and team members are expected to care for equipment, uniforms, supplies, and facilities as if they were personally owned. This responsibility includes proper attention to washing instructions on uniforms. Please hang the uniforms to dry them. Do not put them in the dryer as this often causes the numbers and letters to peel off the uniforms.

Unauthorized use of another person's personal or school-issued items will not be tolerated. Participants will be expected to reimburse the school for school-owned items that are not returned at the designated time in specified condition. A bill for such items will be passed on to the secretary and will appear on future tuition billings.

TRANSPORTATION

Policy Statement for School Field Trips and Student Travel

Student field trips and extra-curricular trips can be valuable educational experiences for students in the course of their studies and, therefore, are generally encouraged as an educational practice consistent with the mission of Seton Catholic Schools. However, such trips can also be an occasion for trouble, possible risks and abuses if not well-organized and supervised in an age-appropriate manner with safety as a foremost consideration.

Overnight trips for elementary school students (pre-kindergarten through grade 8) under the auspices of Seton Catholic Schools must be approached very cautiously with age-appropriate and well planned educational activities.

Overnight trips by high school students (grades 9-12) are to be taken with utmost care and appropriate supervision to avoid trouble and to protect the safety of students and property in keeping with the good name of the school.

Bus transportation is the preferred mode of transportation for large groups and whenever possible. Parents are to be made aware whenever private vehicles are to be used for a trip.

The 2003 GMC Bus (15 passenger) is to be used whenever possible. This bus provides Seton Catholic Schools with greater versatility and flexibility in meeting the schools' student transportation needs. In perpetual gratitude for the generosity of our benefactors, we must always strive to be good stewards of what we have been given. Proper and effective stewardship dictates that, whenever possible, use of this vehicle be required for trips involving 14 or fewer passengers (not including the driver). Exceptions to this rule would be permitted for athletic teams that must use available seating to transport athletic equipment.

Planners of all student trips must take into consideration conditions that might put students in harm's way and consider in advance the procedures for canceling or postponing the trip.

In collaboration with other school administrators, this policy was written by Seton Catholic Schools Director of Transportation.

Administrative Rules

- ❖ Bus transportation is always the preferred mode for large groups of students or whenever possible.
- ❖ The 2003 GMC Bus (15 passenger) is to be used whenever possible. Use of this vehicle is required for trips involving 14 or fewer passengers (not including the driver). Exceptions to this rule would be permitted for athletic teams that must use available seating to transport athletic equipment.
- ❖ Seton Catholic Schools currently has only one 15 passenger bus. In the event that more than one school group requires bus transportation at the same time, and the 15 passenger bus is already in use, the use of the larger buses becomes necessary. The limit on the number of passengers/ equipment would not be in effect.
- ❖ Whenever transporting student-athletes in the 2003 GMC Bus (15 passenger), the head coach or an assistant coach is required to drive the bus. An exception to this rule would be made if space is available to allow a pre-approved adult with a completed driving background check to drive. This exception would not excuse the coach from riding the bus with the team. Other exceptions to this rule will not be permitted without the express consent of the Seton Catholic Schools Director of Transportation.
- ❖ All overnight trips involving students staying in hotels or other such facilities with individual rooms including retreat facilities and extra-curricular trips (i.e., athletics, band, choir, clubs or other student group activities) must carefully consider inherent risks, be well-planned and appropriately supervised with clear rules and expectations for student conduct, dress, etc.
- ❖ The Protocols for Ministry to Minors in the archdiocesan Safe and Secure Policy must be strictly followed on all student trips.
- ❖ There must be appropriate, prescribed sleeping arrangements for both children and adults for overnight trips according to Safe and Sacred program guidelines. Certain in-room entertainment choices should be blocked in all hotel rooms. All hotel rules must be followed. It must be clear to students that they are to remain in their rooms between certain prescribed hours.
- ❖ Responsibilities for overnight supervision must be assigned.
- ❖ All staff members, coaches, and volunteers on student trips (including athletic and other extra-curricular activities) shall have passed a required archdiocesan criminal background

- check and have completed the Safe and Sacred training required under the archdiocesan Safe and Secure Policy and Guidelines before embarking on any travel with students.
- ❖ Staff, coaches and volunteers are not to consume or be under the influence of alcoholic beverages or any other mind-altering substances before or anytime during a trip. This may include the use of prescribed medications that may negatively impact a person's ability to supervise students.
 - ❖ Staff and coaches must remain aware of weather, travel advisories; current crises, and potential dangers to students and make decisions in conjunction with the school administration in terms of embarking upon, continuing or discontinuing travel.
 - ❖ At least one adult staff member, coach or volunteer must have a cell phone available at all times during the trip for emergencies.
 - ❖ Parents are to be notified in advance and give specific permission whenever private vehicles are to be used.
 - ❖ When parents, coaches, or other volunteer drivers (including staff members) are utilized to drive school or private vehicles, the school must have on file at the school in advance:
 - ❖ a photocopy of the current driver's license
 - ❖ a photocopy proof of current auto liability insurance (card or policy)
 - ❖ The use of 15 passenger vans is prohibited by archdiocesan policy.
 - ❖ Exceptions to these rules—not already included with specificity herein—will not be permitted without the express consent of the Seton Catholic Schools Director of Transportation.

Athletic-Specific Rules

Each team member will ride in the school-provided transportation vehicle from SCHS to each away contest for that team and then back to school after the completion of the event. Student-athletes whose home address is not in Richmond may ride home with their parents/guardians but must notify the coach prior to the contest.

In those instances involving a small squad and an absence of school-provided transportation, our coaches will make prior arrangements with their players' parents to car pool to the away contest. Parent drivers must be pre-approved in order to transport any students other than their own children. Once there, if approved by the coach, the players may leave the event to go home with their parents.

Student-athletes may not drive to any away athletic contests. Student-athletes may drive to home athletic contests, even those that are held off campus.

Voluntary consent by both parent or guardian and athlete to participate in the SCHS athletic program includes permission to transport oneself and be transported by others in the same manner described above.

Regardless of the method of transportation, all participants are expected to hold the safety of themselves and others in the highest regard and to conduct themselves with respect for fellow team members, the driver, and other motorists and pedestrians.

STUDENT/PARENT CERTIFICATION OF CONSENT TO PARTICIPATE IN THE
SCHS INTERSCHOLASTIC ATHLETIC PROGRAM

I/we acknowledge that the participant is assuming a certain risk of being injured and that even with the best coaching, use of the most advanced protective equipment, and strict observance of rules, injuries are a possibility in organized athletics.

I/we understand that travel is necessary and that an accident causing injury is possible.

I/we consent to the disclosure by SCHS to the IHSAA of all required, detailed student-related financial, scholastic, and attendance records of the school, unless the student is emancipated, in which event the student shall give such consent.

I/we authorize responsible school personnel to oversee or provide emergency medical care to a participant in the event of serious injury or in the event the parent/guardian cannot be contacted in a timely way.

I/we authorize SCHS to investigate and obtain information from law enforcement officials, the probation department, or any other source regarding events leading up to an arrest or filing of charges for an act that would violate the rules of the *Seton Catholic Athletic Handbook*.

I/we have read and discussed the information published in the *Seton Catholic Athletic Handbook* and know, understand, agree, and voluntarily assent to comply with the rules as stated herein.

.....
STUDENT CERTIFICATION: Based on the information presented in the *Seton Catholic Athletic Handbook* and by the SCHS athletic staff, I believe I am eligible to represent SCHS in interscholastic athletics. If accepted as a member of the SCHS athletic program, I agree to abide by said rules and regulations of SCHS and the IHSAA. To the best of my knowledge, I have suffered no injury or illness in the past that would hinder my participation in the athletic program.

Student Name (please print)

Parent/Guardian Name (please print)

Student Signature

Parent/Guardian Signature

Date

Date

Please sign and return to the high school main office.