

A MESSAGE FROM THE ATHLETIC ASSOCIATION

The Board of Directors, officers and members are here to support the athletic programs at Saint James. The Association works hard to organize athletics and carry out fundraisers so that the children of Saint James will have a positive experience playing sports at Saint James. The purpose of the athletic association is to assist the school principal as deemed appropriate to administer the athletic programs of the school within the parameters of the Diocese of Pittsburgh. Parent/members are encouraged to attend the election meeting in May and are encouraged to become an officer or board member. Each Sport Coordinator for SJAA is a position appointed by the SJAA Board of Directors and approved by the principal and/or pastor. The SJAA bylaws are available in the school office and are also posted online at www.stjameschool.us. Members are encouraged to review the bylaws.

SAINT JAMES SCHOOL ATHLETIC ASSOCIATION PROFILE

Saint James School participates in intra-scholastic athletics as sanctioned by the Diocese of Pittsburgh, Secretary of Education.

FALL SPORTS

- Varsity Co-ed Soccer (Grades 7 and 8)
- Junior Varsity Co-ed Soccer (Grades 5 and 6)
- Developmental Soccer (Grades 3 and 4)
- Junior Developmental Soccer (Grades 1 and 2)
- Cross-Country (Grades 3 through 8)
- Varsity Girls Volleyball (Grades 7 and 8)
- Junior Varsity Girls Volleyball (Grades 5 and 6)

WINTER SPORTS

- Varsity Girls Basketball (Grades 7 and 8)
- Junior Varsity Girls Basketball (Grades 5 and 6)
- Developmental Girls JJV Basketball (Grades 3 and 4)
- Varsity Boys Basketball (Grades 7 and 8)
- Junior Varsity Boys Basketball (Grades 5 and 6)
- Developmental Boys JJV Basketball (Grades 3 and 4)
- Cheerleading (Grades 2 through 8)

SPRING SPORTS

- Varsity Co-ed Soccer (Grades 7 and 8)
- Junior Varsity Co-ed Soccer (Grades 5 and 6)
- Developmental Soccer (Grades 3 and 4)
- Junior Developmental Soccer (Grades 1 and 2)
- Varsity Boys Volleyball (Grades 7 and 8)
- Junior Varsity Boys Volleyball (Grades 5 and 6)

REQUIREMENTS FOR PARTICIPATION IN ATHLETICS

- A. Physician Consent Form (Form online)
- B. Emergency Form (Form online)
- C. Registration with the Athletic Association and payment of dues (Form online)
- D. Uniform return form (Online)
- E. Satisfactory conduct and academic progress in school.
- F. Attendance at practice and games.

IMPORTANT DATES AND EVENTS FOR PARTICIPATION IN SPORTS

1) PARENT MEETING

There will be a SJAA membership meeting for all sports in September (Athletic Association Registration forms will be distributed along with the forms necessary for participation).

2) FALL SPORTS

a) Soccer and Cross Country

- Parent meeting will be held with the first weeks of practice and prior to the first games or meets.
- Parent/physician consent form to be turned in at or prior to the start of practices.
- All registration forms, fees, emergency forms turned in to the Registrar at or prior to the first practice.
- Uniforms are issued before the first game or meet.
- First practice is usually in August before school starts.
- Soccer uniforms are to be returned with the uniform return form after the last game of the Spring season.

b) Girls Volleyball

- Parent meeting will be held with the first weeks of practice and prior to the first games or meets.
- Parent/physician consent form to be turned in at or prior to the start of practices.
- All registration forms, fees, emergency forms turned in to the Registrar at or prior to the first practice.
- Uniforms are issued before the first game.
- First practice is usually in August before school starts.
- Uniforms are to be returned with the uniform return form after the last game of the season.

3) WINTER

a) Basketball and Cheerleading

- Parent meeting in October.
- Parent/physician consent form to be turned in at or prior to the start of practices.
- All registration forms, fees, emergency forms turned in to the Registrar at or prior to the first practice.
- First practice is usually in mid-October.
- Uniforms issued the first week of practice.
- Uniforms are to be returned after the last game of the season along with the uniform return form.

4) SPRING SPORTS

a) Soccer

- Parent/physician consent form to be turned in at or prior to the start of practices.
- All registration forms, fees, emergency forms turned in to the Registrar at or prior to the first practice.
- Uniforms are issued one week after practice begins for new players only.
- First practice TBA.
- Soccer uniforms are to be returned with the uniform return form after the last game of the Spring season.

b) Boys Volleyball

- Parent meeting will be held with the first weeks of practice and prior to the first games or meets.
- Parent/physician consent form to be turned in at or prior to the start of practices.
- All registration forms, fees, emergency forms turned in to the Registrar at or prior to the first practice.
- Uniforms are issued before the first game.
- First practice TBA.
- Uniforms are to be returned with the uniform return form after the last game of the season.

5) ALL SPORTS

- SJAA membership meeting in May.

SJAA POLICIES AND PROCEDURES

To the Parent:

- Please bring your child to their practices and games on time.
- Please be respectful to the volunteer coaches.
- If you have a concern you may address your concern using the following protocol: 1. the Coach, 2. the Sport Coordinator, 3. the SJAA President, and 4. the Principal.
- Please be active in the Athletic Association activities; we need volunteers for our concession stands, our fundraisers, and your attendance to our Saint James sporting events.
- Please be positive....ask yourself what you can do to make your concerns better and not complain about why things are the way they are. Your positive efforts can create positive results. Our children will learn from our positive leadership and community dedication.
- Sports Participation: The overall objective of Catholic elementary school sports is to provide each student with a positive Christian athletic experience through instruction, development, practices and game participation. The following guide for playing time is provided by the Diocese: For the JJV teams (3rd and 4th grades) – playing time should be equal (as they don't keep score at this level). At the competitive level, the JV teams (5th and 6th grades) should keep their playing time as equal as possible and the Varsity (7th and 8th grades) teams may be formed on the basis of player proficiency. There is no guarantee of equal playing time, but every effort should be made so that every player has some playing time in every game. A reasonable competitive approach is encouraged, but a win-at-any-cost philosophy is not. Playing time is and will always be an issue in elementary school sports. Players must realize that attendance, behavior, effort and attitude are factors that may affect their playing time.

It is mandatory that you watch the parent video that has been provided by the Diocese of Pittsburgh and you must follow the guidelines set forth in the Pittsburgh Diocesan Guidelines. A copy of these guidelines is maintained in the Principal's office. The video should be shown at your parent meeting.

To the Athlete:

- Respect your coaches, teammates, the referees, your opponent and the adults in your life.
- Show up for practice and games ready to give your best.
- Treat your practice time as an important time to learn and grow as an athlete.
- Keep your uniform neat and clean.
- Keep your playing area and bench neat and clean. Have pride in your surroundings.
- Always take pride in representing your school.
- Be positive; do not be mean or negative about your teammates or adversaries.

ABSENCES DUE TO INJURY/ILLNESS:

If you do not attend school on a school day you may not play or practice that day.

ACADEMIC/DISCIPLINARY:

Student participation in the athletics program is a privilege. The school Principal shall enact and enforce academic and disciplinary standards for participation in athletic programs

ATTENDANCE:

Attendance to school, practices and games is mandatory. Any time an athlete cannot attend a practice or a game the head coach must be notified.

CHANGING SPORTS:

An athlete cannot quit one sport to join another until that team is no longer competing. Example: An athlete cannot quit soccer for basketball until soccer season is completed. (Athletes may transfer from one sport to another during season only upon mutual agreement of both coaches and the athletic director.) If an athlete is removed from a team for any reason (i.e. quitting, rule violation, grades, etc.), that athlete will not be allowed to participate in any practice.

CHEERLEADING:

Cheerleading is considered a sport at Saint James School. All of the requirements for participation in other sports (such as physicals, parent/student consent certificates, attendance at practices and games), also applies to cheerleading. The procedure for selection of cheerleaders is recommended by the coaches for the ultimate approval by the Principal. The coaches will conduct an information meeting for parents and students at the beginning of the school year.

CONDUCT AND CHARACTER:

Athletes' conduct, *IN AND OUT OF SCHOOL*, shall be such as:

- (1) Not to reflect discredit upon our school; **OR**
- (2) Not to create a disruptive influence on the discipline, good order or moral educational environment in the school.

Athletes who violate this rule may be excluded from participation in Saint James School Athletics.

All rules as outlined in the Diocese of Pittsburgh Guidelines shall be applied. Misconduct that leads to an in-school suspension may result in athletic probation and/or suspension from participation in sport related activities.

Remember: it is a privilege to represent our school and community in athletic competition.

CONFLICTS IN EXTRA-CURRICULAR ACTIVITIES:

Saint James School recognizes that every student should have the opportunity for a broad range of experiences in the area of extra-curricular activities. Students should be cautious however about participating in too many activities. Conversely, students are also cautioned to refrain from “specializing” in one activity thus denying them a well-rounded scholastic experience. Every effort has been made by the administration to reduce the number of conflicts between athletics and other extra-curricular pursuits. If a conflict does arise, the student is encouraged to communicate with all coaches/sponsors involved. If the conflict persists, the student and/or parent may contact the athletic director for assistance. A commitment to the school team indicates that all non-school conflicts be resolved in favor of the school team. This would not, however, include such things as significant religious holidays, family weddings, funerals, etc.

PICK-UP OF ATHLETES AT THE GYM AND SOCCER FIELD

All student athletes should use the parking lot entrance to the gym for athletic practices and/or competitions. Athletes should not be in any part of the building unless under the direct supervision of a coach. Athletes will not be allowed to return to their academic-area lockers after practice or games. Please be considerate of the coaches. **Drop your child off on time for practice and pick up your child promptly at the end of practice.**

UNIFORM ISSUE AND RETURN

Saint James School strives to provide each team member with the best uniforms available. All uniforms issued to an athlete are expected to be returned in the same condition as when issued (expecting normal wear and tear) or the athlete is expected to compensate the athletic association for the lost or damaged uniforms. The average price for a uniform is \$60.00.

GROOMING AND APPEARANCE

Saint James School athletes act as representatives of the school and community and therefore are expected to exhibit a well groomed and appropriate appearance. “He/she shows up best that shows off least.” Appearance, expression and actions always influence people’s opinion, opinion of athletes, the team and the school. Once you have made a choice to uphold certain standards expected of athletes in this community. The Principal, Athletic Director and Coaches will determine guidelines as needed concerning the appearance of our athletes within the context of safety and accepted social norms.

INJURIES

All injuries which occur while participating in athletics should be reported to the coach. If the injury required medical attention by a doctor or treatment center, the athlete must obtain the doctor’s permission to return to the activity.

INSURANCE

Due to the nature of athletic activity, however, injuries may occur. While the school provides the opportunity for such participation, the parent retains the right of denial of such participation and must carry the responsibility for providing medical care and insurance coverage for their son or daughter. Parents are encouraged to have a family insurance policy to cover athletic injuries and the cost of treatment. The Diocese of Pittsburgh provides some insurance coverage. This insurance has to be applied for through the Diocese of Pittsburgh. This information is contained in the Diocese of Pittsburgh Athletics Guidelines. Copies of these guidelines are maintained in the Principal's office.

PARENT MEETINGS

A parent is expected to attend an informational meeting conducted by the Athletic Association for each sport in which his/her son or daughter participated. Meetings will be held as follows:

- Soccer/Cross Country – usually the second week of practice in August (Fall season) and March (Spring).
- Girls Volleyball
- Boys Basketball – Mid-October
- Cheerleading – Mid-October
- Girls Basketball – Mid-October
- Boys Volleyball

PHYSICAL EXAMINATIONS

Students desiring to participate in interscholastic athletics must undergo a physical examination performed by a licensed medical doctor prior to the first practice of any sport. The physical form which must be signed by a physician may be obtained online at the Saint James web site or in the Principal's office. The school will endeavor to conduct physicals on two occasions over the summer. Students unable to attend one of the school sanctioned sessions will be required to obtain the appropriate physical examination from a private physician.

ATHLETIC PHYSICAL FORM DUE DATES:

- Fall Soccer: Mid-August
- Girls Volleyball: Mid-August
- Cross Country: Early August
- Girls Basketball: Mid-October
- Boys Basketball: Mid-October
- Cheerleading: Mid-October
- Spring Soccer: Mid-March
- Boys Volleyball: Mid-March

Note: You only need one physical per year as long as the physical does not expire before the end of the athletic program you are participating in. A physical exam expires one year after it is performed.

GAME AND PRACTICE SCHEDULES

Every effort is made to provide an accurate printed schedule of all contests. However, schedules are often printed weeks or even months in advance of the first contest and, therefore, changes are sometimes necessary. Please check the Saint James web site. Also, check with your coaches and teammates regularly.

SPORTSMANSHIP

Saint James School continues to address issues pertaining to sportsmanship as they relate to athletes, coaches, parents and spectators. A true sport shows a combination of positive values and attitudes.

Sportsmanship is an honorable quality that desires to be courteous, fair, and respectful. It is a blending of cheers for the “home team” and applause of the “visitors,” observing the letter and spirit of the rules and showing consideration for opponents. It is playing by the code of conduct “treat other participants and spectators as you would want to be treated.”

Fundamentals of Sportsmanship:

- Show respect for the opponent.
- Show respect for the officials.
- Know, understand, and appreciate the rules of the contest.
- Maintain self-control.
- Recognize and appreciate skill in performance regardless of affiliation.

The lessons of good sportsmanship – playing the game hard but fair, winning humbly, losing gracefully, developing respect for discipline and authority, playing and living by the spirit as well as the actual wording of the rules – are not confined to those who play the game. Everyone should see the full impact and potential of school athletics as an educational experience. This is a challenge that we must pursue.

SCHOOL COLORS: **Navy Blue and White**

MASCOT: *Cougar*

A.T.T.I.T.U.D.E.

A – Always making today your best day

T – Taking pride in a job well done

T – Treating others with respect

I – Isolating your negative thoughts

T – Treating every new challenge as an Opportunity

U – Utilizing your talents each day

D – Doing the job right the first time

E – Expecting positive outcomes daily

WHY DO WE CHARGE ADMISSION AND HOLD FUNDRAISERS?

A Brief Explanation of the Finances of the Athletic Association

Admission is charged to athletic contests at Saint James School in the sport of basketball. The collection of admission serves as a source of revenue for the Athletic Department. Also, the members of the Athletic Association are expected to assist in fundraising events and even suggest and create opportunities to raise money for Athletics. No tuition monies are used for coordinating any part of the Athletic Program at Saint James School. The Saint James School Athletic Department must generate revenue for uniforms, equipment, referees, the cost of entering tournaments and operating expenses through gate receipts, concession sales and other fundraising activities.

The Athletic Association at Saint James School provides game uniforms, equipment and supplies for teams in five different sports (cross-country, soccer, volleyball, basketball and cheerleading). The average annual operating budget for athletics over the last five years has been approximately \$15,000 annually (those are non-tax dollars). If we were to take the number of athletes who participated in athletics and divide the cost of running the athletic program equally among each participant, each child would be charged between \$200 and \$300 to participate in sports.

Our philosophy remains that by charging admission, selling concessions and participating in fundraising activities, we can maintain the quality programs we are offering our students and save the parents from additional charges.

We believe our admission charges and fundraising activities are very reasonable. Your paid admission and support of our fundraising efforts help to make it possible for us to provide your child the opportunity to participate in interscholastic athletics at Saint James School.

COACHES' EVALUATIONS

At the end of each season you will be asked to evaluate your son's or daughter's coaches. This evaluation helps SJAA, the coaches and the players understand what was positive or lacking in the program. The coach's evaluation form will be sent home with your child at the end of each season.

Get Active In Your Athletic Association! (Parents as Coaches/ Fundraising Volunteers, etc....)

SJAA encourages all parents to be active in Saint James sports. If you would like to coach a team at Saint James please fill out and submit the attached coach's application form to the principal's office. We also need volunteers to help with fundraising and to serve as board members and officers of SJAA. Please take an active role in SJAA.

ST. JAMES ATHLETIC ASSOCIATION
APPLICATION FOR COACHING POSITIONS

1. NAME:
2. ADDRESS:
3. PHONE:
4. EMAIL:
5. For which team(s) do you desire to be a coach?

BASKETBALL:

Varsity _____	Boys _____	Girls _____
JV _____	Boys _____	Girls _____
JJV _____	Boys _____	Girls _____

SOCCER:

Varsity _____	Fall _____	Spring _____
JV _____	Fall _____	Spring _____
Dev _____	Fall _____	Spring _____
Jr. Dev _____	Fall _____	Spring _____

CHERLEADING:

Grades 3-8 _____

CROSS-COUNTRY:

Grades 3-8 _____

VOLLEYBALL:

Varsity _____	Boys _____	Girls _____
JV _____	Boys _____	Girls _____

6. Do you desire to be a Head Coach or Assistant Coach?
Head Coach _____
Assistant Coach _____ (Skip Question 7)
7. If you are appointed as the Head Coach, are you still interested in participating as an Assistant Coach?
Yes _____ **No** _____
8. Are you interested in the coaching position(s) noted above only if your son/daughter is a member of the team(s) you desire to coach?
Yes _____ **No** _____
9. Have you become certified to coach by:
 - a. Securing Act 33/34 clearance, and
 - b. Viewing the coaches tape prepared by the Diocese and attending certification workshop Protecting Gods Children sponsored by the Diocese
 - c. Read and Signed the Code of Pastoral Conduct.**Yes** _____ **No** _____
10. Have you coached children before?
Yes _____ **No** _____

11. Please detail any other qualities or attributes which you believe qualify you for the coaching position(s) you desire.

Signature: _____ **Date:** _____