

# ***CHAPELLE ATHLETICS***

***Athletic Handbook  
Student-Athlete and Parents***



ARCHBISHOP  
**CHAPELLE**  
HIGH SCHOOL

## ***Mission of Archbishop Chapelle High School***

The mission of Archbishop Chapelle High School is the establishment of a Catholic educational community of excellence in which the spiritual, academic and social development of our students is accomplished, trusting that Deus Providebit...God will provide.

## ***Goal of Chapelle Athletics***

The goal of the Archbishop Chapelle High School Athletics Department is to provide opportunities for student athletes to excel in teamwork, sportsmanship, self-discipline and character befitting a Catholic school student.

## ***Introduction to the Handbook***

The purpose of this handbook is to act as a guide for students and parents and to assist with questions about the athletic program. It is essential that student-athletes and parents be familiar with the rules and regulations governing athletic participation at Archbishop Chapelle High School. Each student-athlete and her parents are required to read and acknowledge receipt of this handbook each year of participation. Participation in Archbishop Chapelle High School athletics is considered a privilege. It is important to remember that Archbishop Chapelle High School reserves the right to revoke the privilege if the student-athlete or her parents do not comply with the rules of conduct.

# ***Philosophy of the Athletic Program***

The mission of Archbishop Chapelle High School is the establishment of a Catholic educational community of excellence in which the spiritual, academic and social development of our students is accomplished, trusting that Deus Providebit...God will provide.

In working within the mission of Archbishop Chapelle High School, we recognize the importance of athletic activities in providing students with opportunities to further use their God-given gifts and talents. These activities teach students lifetime values such as commitment, self-discipline, hard work, leadership, teamwork, sportsmanship, and character befitting of a Catholic school student.

Participation in athletic activities contributes to the physical, emotional and social health of our students and promotes a sense of unity and cooperation among athletes, the student body, and the Archbishop Chapelle High School community. Our sports teams will always strive to win, but never at the expense of character, healthy attitudes and habits, and good judgment. We will always emphasize excellence, effort, improvement, and respect for coaches, teammates and officials. All Archbishop Chapelle High School athletes will be known for their character and class; humble in victory and gracious in defeat. Our athletic program is designed to develop, promote and provide the following: development of God-given gifts and talents, self esteem, school spirit and pride, good citizenship, sportsmanship, cooperation, higher academic performance, responsibility to self and others, respect, positive role models, healthy lifestyles, team building, and life-long wellness. We believe that the athletics experience should not only be rewarding but fun.

Archbishop Chapelle High School further recognizes the unique roles and responsibilities of its coaches and parents in sports activities. Coaches' and parents' primary roles should be to teach the lifetime values of our sports philosophy and to always lead by example. The Archbishop Chapelle High School athletic programs are an integral part of the school and the community. Their impact is immensely important in promoting a positive school environment because they offer opportunities for adults to interact with our students in meaningful ways that may not be available in the classroom.

## **FALL**

Cross Country • Swimming • Volleyball

## **WINTER**

Basketball • Soccer • Bowling • Indoor Track

## **SPRING**

Golf • Bowling • Tennis • Track & Field • Softball

## ***Affiliation***

Louisiana High School Athletic Association ([www.lhsaa.org](http://www.lhsaa.org))

## ***Code of Ethics for Spectators, Parents, Student-Athletes & Coaches***

Code of Ethics for Spectators

- Attempts to understand and be informed of the playing rules
- Appreciates a good play no matter who makes it
- Cooperates with and responds enthusiastically to cheerleaders/  
dance team
- Shows compassion for an injured player; applauds positive  
performance; does not heckle, jeer or distract players; and avoids  
use of profane and obnoxious language and behavior
- Respects the judgment and strategy of the coach, and does not  
criticize players or coaches for loss of game
- Respects property of others and authority of those who administer  
the competition

- Censures those whose behavior is unbecoming
- Respects officials and accepts their decisions without gesture or argument

### **Code of Ethics for Parents of Athletes**

- Encourage your child and team – be enthusiastic – show school spirit
- Maintain a positive attitude whether Archbishop Chapelle High School is winning or losing
- Refrain from being insulting or showing bad sportsmanship during the competition. Any problems or concerns should be brought to the attention of the coach first then the next day or following (not during or after the game) contact the Athletic Director
- Support the program with team sponsored events, such as fundraising initiatives
- Parents, as spectators, are expected to exhibit good sportsmanship at all times
- Respect the judgment and strategy of the coach
- Do not criticize players or coaches for loss of game
- Do not approach any coach at the end of a game to discuss the game just finished
  - (philosophy, playing time, referee calls etc.)
- Spectators, including parents, who, in the judgment of the Principal, Athletic Director, and/or the site administrator, behave in ways that are inappropriate and in violation of the Archbishop Chapelle High School guidelines will be warned about the behavior and then will be asked to leave the competition immediately

## Code of Ethics for Student-Athletes

Archbishop Chapelle High School, its administration, athletic director and coaching staff feel that high standards of conduct are essential to a sound athletic program.

- Remember that academic performance is your primary responsibility
- Athletes will conduct themselves as young Catholic women at all times, remembering that each athlete is a representative of Archbishop Chapelle High School
- Athletes will conduct themselves in an exemplary manner in school, in the community and on any campus which their team is visiting
- Athletes are expected to treat opponents, officials, coaches and spectators with respect
- Athletes will exhibit proper behavior, language, dress, and demeanor
- Read, familiarize yourself, and comply with policies outlined in the Athletic Handbook AND your coach's specific set of team policies
- Respect officials and accept their decision without argument or gesture
- Exercise self control at all times, setting an example for others to follow
- Win without boasting, lose without excuse, and never quit
- Athletes are responsible for all equipment and uniforms issued to them. All equipment and uniforms must be returned clean and in good condition, in a timely manner when the athlete completes the sport, either at the end of the season or upon leaving the team. Athletes will be held financially responsible for any equipment or uniforms not returned. Any student with an obligation to the athletic department may not participate in another sport until the

obligation is resolved

- Report any injury to the coach no matter how slight the injury may appear. If the injury requires a physician's care, the participant must have written permission from the doctor before returning to the activity
- Attend classes the day of, and after, a competition
- Extracurricular activities are not an excuse for being tardy on the day following a competition
- An athlete who displays unsportsmanlike conduct and is ejected from a contest FOR ANY REASON is subject to disciplinary action following a meeting with the Head Coach, Athletic Director, Dean of Students and Principal

## ***TICKET PRICING***

Volleyball, Basketball, Softball and Soccer will be priced in accordance with the By-Laws of District 9-5A Catholic League.

## ***Athletic Forms, Injury & Training Protocol, Athletic Fees, and Miscellaneous Items***

The following athletic forms must be signed and returned before an athlete can attend the first practice:

1. LHSAA Medical History Evaluation
2. LHSAA Athletic Participation/Parental Form
3. LHSAA Substance Abuse/Misuse Contract and Consent Form
4. LHSAA Parent and Student-Athlete Concussion Statement
5. Birth Certificate
6. Catholic Mutual Parent/Guardian Consent Form & Liability Wavier
7. Signed Archbishop Chapelle High School Athletics Handbook form

## **Athletic Requirements:**

A yearly physical examination and LHSAA forms and birth certificate are required of all student athletes. All paperwork must be complete and on file with the Athletic Director before the student is allowed to practice.

## **Athletic Injuries/Training Room Policies:**

All injuries suffered by an athlete while participating in athletics must be reported immediately to the coach and athletic trainer. This is the responsibility of the athlete. The Accident Report form (found in the main office) must be filled out by the athlete and parent. Athletes are NOT ALLOWED to leave any class to receive any type of treatment from the trainer. All treatment must be done during lunch, after school, or with prior permission by the Athletic Director or Principal.

## **Athletic Fee:**

Each year Archbishop Chapelle High School High School charge an athletic fee of \$100 per sport. These funds will directly benefit our student-athletes by allowing us to upgrade our uniforms, equipment, pay for facility rentals, and travel expenses. All funds will be payable to Archbishop Chapelle High School. Once a final roster is confirmed by the coach, ALL STUDENT-ATHLETES MUST pay the athletic fee BEFORE an athletic uniform will be issued.

## **Senior Banners:**

Some athletic teams choose to purchase individual banners for each senior on the team. This is not a mandatory purchase for each athletic program or the athletic department. If a team chooses not to purchase senior banners, the parents/guardians of a senior on the team may purchase a banner for their child from the Archbishop Chapelle High School approved photographer. It is at the discretion of the coach for teams to hang the banners in the gymnasium or bring the banners to their off campus locations.



## **Senior Day Recognition:**

At the end of each season a team may choose to recognize their seniors. As a token of our appreciation for their work and dedication, the athletic department/school, will present flowers to the seniors. Any other items given to the seniors are at the discretion of the coach. If parents and teammates want to present the seniors with gifts, it is at their own expense.

## **Athletic Scholarship Signings:**

We are fortunate to have many talented athletes competing for Archbishop Chapelle High School. When one of our athletes is awarded an athletic scholarship to continue their playing career, we would be honored to host a signing ceremony if the athlete wishes to have it at school. The athletic department will supply the venue and access to our resources. Any food, drinks, balloons, or school paraphernalia will be supplied by the student-athlete. Please give the Athletic Director two weeks notice so arrangements of signing can take place.

## **Illness:**

During the course of your athletic season, you may find it necessary to seek the advice of a healthcare practitioner for reasons other than orthopedic sports injuries. (i.e. flu, strep throat or other illnesses). A student must obtain medical clearance from their practitioner stating when they can return to sports participation. A medical note stating, “may return to school” is not sufficient. The note must indicate “cleared to participate in sports”. Orthodontic work and dental cleanings are the only exceptions.

## ***Concussion Management Policy***

The LHSAA mandates the signing of the Parent and Student-Athlete Concussion Statement, which acknowledges what a concussion is, how this type of injury should be reported and to whom it should be reported. This form is distributed at the time of athlete physicals.

# ***Tryouts & Levels of Participation***

## **Varsity Participation**

Archbishop Chapelle High School competes with top tier programs in the State of Louisiana featuring some of the state's best athletes.

The individual's ability, attitude, and work ethic, along with the team's specific needs or game situation, will determine playing time at the varsity level. Playing time is not guaranteed.

## **8<sup>th</sup> and Junior Varsity Participation**

The 8th grade and JV programs within each sport at Archbishop Chapelle High School are both developmental and sequential. JV programs are designed to help student-athletes develop skills and teamwork necessary for successful varsity competition. It is expected that members of the 8<sup>th</sup> grade and JV level teams will be given appropriate and quality playing time in each game as long as they comply with their coach's team policies and work hard in practice. Also, consideration must be given to the physical well-being of the athletes as determined by the coaching staff.

## ***Academic Eligibility Policy for Athletes Grades 8-12***

### **Academic Eligibility Defined:**

Student-athletes must maintain at least a "C" average (2.0 weighted) in order to be eligible for competition. It is important to note that during the time of their ineligibility, student-athletes may tryout and practice with their respective teams, but not compete in any games.

### **Student-Athletes with Failing Grades:**

Student-Athletes will be ineligible for competition if they have a failing grade in any course at the end of the semester. The semester grade is what determines eligibility.

# ***Discipline and Attendance Policies***

## **Discipline Policies / Procedures:**

A student who receives a detention must serve the detention on the assigned day. The student will not be eligible for participation in any extra-curricular activity (including a team practice or game) until that detention is served. A student who receives an in-school suspension will not be able to participate in an extra-curricular activity (including a team practice or game) on the day(s) of her suspension.

## **Procedure when an Athlete is Dismissed from a Team:**

Any student dismissed from a team by a rule or as a result of a coach's decision for reasons including but not limited to academics, training rules, hazing, or any other disciplinary situation, will not be permitted to join another interscholastic or club sport during the same season.

## **School and Class Attendance:**

Athletics cannot be used as an excuse to miss class or a portion of a class unless the team is departing early from school. In order for a student to be dismissed early for an athletic contest, the student must be in good academic standing, display proper conduct and participation in class, leave only at the time coordinated by the coach, and exit the classroom and building in a quiet and orderly manner. Students are responsible for working with teachers to schedule tests and quizzes, assignments, and homework from any missed classes. Athletes must attend classes regularly and on time. Tardiness and missing classes will not be tolerated. A team that returns late from away game may be given a later check in time by an administrator. The athlete must arrive by the given time or she will be subject to an unexcused absence.

## **Team Practice and Game Attendance:**

Attendance at all practice sessions and games is mandatory for all team members. Athletes should be aware that practices and games may be

scheduled on the weekend. Team members are expected to attend practices and games during vacations that fall within the team's season. Parents should make vacation plans with the student-athlete's commitments in mind. If for some reason an athlete must be tardy or absent, that athlete must personally speak to the coach. Athletes are not permitted to leave practice or a game early without prior approval of the coach. Coaches may have additional regulations pertaining to their specific sports. Athletes are required to wear the Archbishop Chapelle High School attire for all team practices.

**When parents and student-athletes choose to take family vacations during a sport season, it must be understood that the time missed by the student-athlete may affect team performance and team chemistry. Student-athletes who miss practices or competitions for reasons related to vacations can (and likely will) have their playing time adjusted. The coaching staff certainly recognizes that there are extenuating circumstances that may lead to an athlete missing practices.**

### **Eligibility for Fall Sports:**

Eligibility for fall sports for returning sophomores, juniors and seniors will be determined by the final grade in the course at the end of the year and not by failure in the fourth quarter.

### **Opportunities to Regain Eligibility Status over the Summer:**

Eligibility may be regained over the summer through summer school or by a plan made with administration. All plans must be made and approved before registering for summer school, and course work must be successfully completed before tryouts. The plan may NOT be used to earn credit in a course, but may be used to re-establish eligibility. In June, parents should review the report card immediately, while summer school is still an option.

# ***Communication Plan for Athletic Concerns***

Good communication is critical in athletics, on and off the field. A communication plan is in place to assist and to improve communication between parents, coaches, and administrators, ultimately for the benefit of the student. Involvement in athletics and activities will allow the students to experience some of the most rewarding times of their lives. However, there will likely be times when things don't go their way or they disagree with a coach. It is important that students and parents realize these difficult situations are as much a part of the learning experience as are the good times. The coaches work hard to do the best they can for all of their athletes, and we ask the students and parents to respect the fact that their decisions are often extremely difficult and are made based on factors of which students and parents may not be aware. The student, not the parent, is strongly encouraged to talk to the coach about any issues or problems that arise during the season. This is not only the most direct and productive means of communication, but also a valuable method of teaching responsibility.

## **Communication the PARENT should expect from your child's COACH:**

- Specific team policies
- Consequences when policies are not followed, or training rules not followed
- Expectations the coach has for your child as well as all the players on the team
- Locations and times of all practices and contests
- Team requirements, i.e. practices, special equipment, out of season conditioning, uniforms (game and practice)
- Any special events or activities planned, including optional team garments that the team is considering to purchase
- Procedure to follow should your child be injured during participation

- Specific ways to improve upon athlete's ability

### **Appropriate concerns PARENTS should discuss with COACHES:**

- If their child, at any time, feels threatened or uncomfortable in any way by actions of teammates or coach(es)
- Any specific information that the parent feels would be of value to the coach to help him/her coach their child
- Ways the parent can help the child improve
- Any concerns a parent may have about their child's behavior or performance in or out of school

### **Protocol for concerns:**

1. Contact the coach first to set up a meeting.
2. If the coach cannot be reached, contact the Athletic Director.

**MOST IMPORTANTLY: DO NOT CONFRONT A COACH BEFORE, DURING OR AFTER A PRACTICE OR CONTEST. THESE CAN BE EMOTIONAL TIMES FOR BOTH PARTIES. MEETINGS OF THIS NATURE DO NOT PROMOTE A RESOLUTION.**

It can be very difficult to accept that your child is not playing as much as you would like. Coaches are professionals and they make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things should be discussed with your child's coach. Other things, such as those listed below, must be left to the discretion of the coach:

### **Issues NOT appropriate to discuss with coaches:**

1. Playing time
2. Play calling
3. Team strategy

#### 4. Other student-athletes

There are situations that may require a conference between the coach and the parent. In most instances, it is vital that the athlete be present. It is important that all parties involved have a clear understanding of the other's position.

#### **Next Steps after parent/athlete coach meeting:**

Should the meeting with the coach not provide a satisfactory resolution, call and set up an appointment with the Athletic Director to discuss the situation.

Please do not discuss with your child a coach's tactics or playing strategies, starting line-up decisions, or decisions a coach makes about the playing time of other players. This will only undermine the coach's ability to help your child improve and to develop team harmony and develop constructive team play. Archbishop Chapelle High School has established a variety of co-curricular activities because they teach valuable athletic, academic, and life skills. Research indicates a student involved in co-curricular activities has a greater chance for success during adulthood, as many of the character traits required to be a successful participant are exactly those that will promote a successful life after high school.

## ***Two-Sport Policy***

Sports seasons often overlap. An athlete will not be able to practice or participate in a second sport until the completion of the first sport without the permission of both head coaches of the sports considered and the Athletic Director. Under no circumstances will the student be allowed to quit the first sport in order to fully participate in the second sport. An athlete will not be able to participate in a second sport until the completion of the sport season which she quit.

## ***Transfer Student to Archbishop Chapelle High School***

A transfer student MUST gain acceptance through the Admissions Department prior to any discussions regarding their eligibility and/or ability to participate on an Archbishop Chapelle High School athletic team.

A student who transfers to Archbishop Chapelle High School could be eligible to try out for an activity if there is space available on the team and prove they have met the necessary LHSAA requirements, physical examination requirements, and have met Archbishop Chapelle High School eligibility requirements.

## ***Social Media and Multimedia (Photos and Video) Issues***

Student-athletes represent Archbishop Chapelle High School all year, not just during the sports season. As a result, Archbishop Chapelle High School encourages safe and responsible student behavior with regard to internet use. Students avoid inappropriate use of public web sites such as You Tube, Facebook, Twitter, Instagram, Snapchat or any other such sites. All athletes must adhere to the social media policy found in the Student Handbook. Any identifiable image, photo, video, or posted on-line conversation discovered which implicates a student- athlete to have been in violation of our Alcohol and Drug Policy and Athletic Code of Ethics may be investigated with action taken by the administration.



## ***Position on Non-School Sports Participation***

Students frequently participate in sports outside of school which potentially detracts from their ability to focus on academics, their school team, and personal and family time. Commitment to Archbishop Chapelle High School teams should be first priority should a conflict arise. Students choosing to participate in a non-school team event in favor of an Archbishop Chapelle High School team event should expect to face consequences as decided upon by the coach - including potential suspension and/or dismissal from the team. The coach must be informed of any such conflicts well in advance, but Archbishop Chapelle High School wants to make it very clear that all student-athletes are expected to honor their commitment to Archbishop Chapelle High School teams for the duration of the season.

## ***Policy on Performance Enhancing Supplements or Drugs***

Our students are encouraged to maintain a healthy diet, lifestyle, and exercise regimen in order to optimize performance. Use of illegal performance enhancing substances such as anabolic steroids, diuretics, HGH, etc. is now strictly forbidden in our athletic training rules and will result in dismissal from the team. There are many other commercially available products marketed for the purpose of enhancing athletic performance. We advise against use of these products. Studies on such products are incomplete, and they may be detrimental to the health and performance of young student-athletes as they potentially can be dangerous when used inappropriately. Our athletic training staff is knowledgeable about the use and dangers of these products and they are available to answer questions from students and parents.

## ***Drug, Alcohol and Tobacco Athletic Policy***

Archbishop Chapelle High School supports zero tolerance in regards to drugs, alcohol, or tobacco at all times. Please be aware that athletes who violate this are subject to **both a school and athletic consequence**. School violations include all activities in school and in all buildings and grounds owned, operated (including buses), or rented by the school, or at any school sponsored activities (such as field trips, athletic events, trips, or community service).

If an Archbishop Chapelle High School athlete is found to be in violation of the zero tolerance expectation anytime during the season (at a school sponsored event or not), the student-athlete will be reported to the Dean of Students.

Upon receiving the recommendation of the Dean of Students, additional punishment may be given by the Head Coach.

## ***Travel***

Athletes are to travel to and from all events in school designated transportation when available.

## ***Lettering Policy and Awards Criteria***

The recognition for successful participation in an activity is important to the participants, the school, and the community. All eighth grade, junior varsity and varsity participants will receive a certificate of participation or a certificate recognizing their lettering multiple times in their sport.

## **Lettering Policy**

The criteria for earning individual athletic letters/awards are left to the discretion of each head coach. Lettering could be based, at the discretion of the head coach, on the percentage of overall participation and practice and game attendance, or a letter could be given to all who earn a spot on the varsity team.

Only one physical letter will be awarded to a varsity athlete during their five years at Archbishop Chapelle High School. Certificates will be awarded for each additional year of competition. If a player wishes to have a bar to represent their additional participation in the sport, they may have a bar added to their letter by bringing it to either the Pennant Shop or Schumacher's. If a player letters in a fall sport, with permission from the head coach, the athlete may receive their letter prior to the ceremony.

## **Athletic Award Ceremony: (See Student Handbook)**

Each year the Athletic Department holds an awards ceremony.

The dress code is below:

### **Acceptable Attire**

- Dressy pants or dressy jeans with no holes or rips
- Jumpsuits
- Skirt or dress with hem no more than 3 inches above the knee
- No strapless shirts are to be worn without a jacket (cold shoulder, spaghetti straps and off the shoulder are permitted)

### **Unacceptable Attire**

- Shorts or rompers
- Spandex including leggings
- Skin-tight skirts, dresses, or pants
- Tube top, tops that expose midriff area

- Cut-outs below traditional bra line, bare backs, visible cleavage
- Tennis shoes, rubber flip-flops

## ***NCAA and Collegiate Eligibility***

Students may wish to participate in intercollegiate athletic activities upon completion of high school. In order to be academically eligible, the NCAA mandates minimum requirements on high school core courses, grades, and SAT/ACT standardized test scores. It is the responsibility of the student to monitor her status with regard to meeting NCAA requirements. Any questions in this area may be directed to the Counseling Department.

## ***Archbishop Chapelle High School's Handling Media Requests for Interviews and Conducting Interviews by Approved Media Outlets***

**Regardless of location:**

- NO student-athlete should conduct an interview or speak “off the record” with any member of the media including: TV, newspaper, an on-line outlet, or other without the presence of the Head Coach, Athletic Director, Assistant Athletic Director, the Director of Marketing and Communications or a school Administrator
- NO interviews of any kind, with any media outlet, are allowed prior to a game at Archbishop Chapelle High School or at an away game site, unless approved by the Principal
- The only exception would be for the Head Coach to be available if requested by a credentialed media outlet through the Athletic Director for a pre-game interview

The intent of this communication plan is to help make the experience in the Archbishop Chapelle High School athletic program more enjoyable and productive for all athletes, coaches, parents, and fans.

**Disclaimer:**

The Athletic Director with permission from the Principal has the right to make changes to this handbook.

# ***Chapelle Athletics***

## ***Student-Athlete and Parent Handbook***

This is to certify that we have received the Chapelle Players and Parent Handbook. In addition, we have carefully read and fully understand the contents stated therein, and we agree to adhere to and abide by these policies, procedures and rules contained in this handbook.

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Student's Name – Please Print

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Date

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Student's Signature

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Parent/Legal Guardian's Name

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Date

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Parent/Legal Guardian's Signature

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Date