

**EPIPHANY**



ET

**ATHLETICS**

Church of the Epiphany  
Sports Program Handbook  
2013-2014

## **INTRODUCTION:**

The Sports Program Handbook contains the philosophy, rules, and regulations of Epiphany's Parish Athletic Program. Parents and students are to familiarize themselves with the handbook and are to return the Athletic Contract before participation in the Athletic Program. The pastor has the final say in the interpretation, application, and administration of the rules of the Program.

## **PHILOSOPHY:**

Participation in the Epiphany Parish Athletic Program contributes to the physical, social, and spiritual growth of the student/player involved and therefore, develops the student/player as a Christian person. With this in mind, the philosophy of the Epiphany Parish Athletic Program accordingly strives to:

- provide a positive atmosphere in which both student/player and coaches enjoy the athletic activity.
- teach fundamental skills and improve the player/athlete's skills appropriate to the sport.
- teach good sportsmanship.
- teach the value of teamwork, cooperation and responsibility within their team.
- promote true "student/player."
- ensure players have fun while competing.

*This philosophy is to be apparent at all levels.*

## **SPIRIT OF COMPETITION:**

Sports activities are designed to help in achieving our mission of educating the whole child. Winning and losing are mere outcomes of sports activity. Abusive language, attitude, and manipulation of the rules to further winning are not "just part of the game." What *is* part of the game is the simple satisfaction of playing and the interdependence of teamwork, along with improving fitness and enhancing friendships. Without your opponent, you have no game, no contest, and absolutely no fun. You are indebted to them as they are to you. In a fundamental way, then, competing against an opponent is based on cooperation. Upholding high standards of integrity and fair play acknowledges this idea of cooperative competition. An intentional violation of the rules, no matter how small, is considered cheating and a direct offense against these principles. All players are asked to exercise good judgment in caring for the safety of others as well as themselves. The goal of lifetime skills through lifetime sports offers meaning beyond that of a win or a loss, the memory of which often fades quickly. All players are asked to play within the context of the spirit of competition.

## **ACADEMICS AND CONDUCT:**

The coach (with the approval of the athletic director) or the Athletic Director may restrict a student from participation for poor conduct while at practice or at any Epiphany athletic activity. Students who miss practice or have discipline problems may also be restricted from participation by the coach with the approval of the Athletic Director.

Coaches must notify the parents when any player has been restricted from participation. Epiphany practices and games take precedence over other extracurricular activities. If a student is absent from school, he/she may not attend practice that day or play in a game scheduled that day unless permission is given by the Athletic Director. If a student quits a team without the approval of the Athletic Director at any time after initial sign-ups, he/she may be restricted from participation in the same sport the next year.

All sports fees are non-refundable.

## **PARENT PARTICIPATION :**

Parents are responsible for making sure their children get to and from all games and practices on time. Coaches are not responsible for transportation. Parents are welcome at all games. We encourage you to come out and cheer your children's efforts. However, remember that children learn best by example. Boo-ing or negative yelling by any guest at officials, opponents, or opponents' fans will NOT be tolerated. Good sportsmanship should always guide our spectators, regardless of others' behavior. All parents must attend a team meeting with the coach for their child to be able to participate in the Epiphany Sports Program. Parent support is *required* in all sport fundraisers to cover the cost of the program. **No money comes from tuition.** Volunteers are always needed as coaches and assistants, scorekeepers, timers, and workers for refreshment stand. If you are interested, please call the Athletic Directors.

## **CRITERIA FOR DETERMINING COACHES:**

Coaches are volunteers devoting their time to helping our children. Coaches will be assigned at the discretion of the Athletic Directors depending on the needs of the program. Coaches are picked without regard of race, color, or gender. Coaches must attend a coaching clinic to be eligible to coach. Coaches, either head or assistant, are assigned by the Athletic Directors. Head Coaches must be at least of high school age. Coaches will arrive and end practice at the designated time. Coaches will not use profanity when speaking to students, refs, or other coaches. All coaches over 18 years of age must be livescan fingerprinted prior to the start of a season or will not be allowed to coach.

## **PLAYERS AND PARENTS AGREEMENT:**

- **Unexcused habitual tardiness will result in disciplinary action.**

If you have to be excused from practice, you must call your coach.

*Excused Absences:* illness, doctor's appointment, family emergency, school related obligation or family related events.

*Unexcused Absences:* not notifying coach or any other athletic events.

- **Be properly dressed:**

*Practice apparel:* proper athletic shoes, socks, and appropriate practice apparel.

School uniforms are NOT considered practice apparel.

*Game apparel:* proper athletic shoes, socks, and appropriate complete and clean uniform. No jewelry and hair clips.

- **Players, coaches, and spectators are responsible for leaving facilities as they found them upon arrival.**
- **Any shirt worn under you game jersey MUST be the same color of the jersey.**
- **If you fail to wear the proper game day attire, then you may NOT play in that game.**
- **Do your required schoolwork and homework.**
- **Report all injuries to the coaches.**
- **When you are at practice, be enthusiastic and supportive.**
- **Receive all encouragement and coaching from staff members and players in a constructive and positive manner. Give your full attention to the coach during practices and games.**
- **After a game, you must be dismissed by the coach. Make sure you take all of your belongings.**
- **REMEMBER THAT YOU REPRESENT EPIPHANY PARISH. YOUR DEMEANOR, BOTH ON AND OFF THE COURT OR FIELD, IS A DIRECT REFLECTION OF THE PARISH.**
- **Any behavior that is viewed by the coaching staff as inappropriate may result in revocation of the athletic privilege.**
- **Player, parent and coach shall sign code of ethics at the beginning of each sports year.**

## **PARTICIPATION FEES:**

Fees will be set each year in accordance with the needs of the program.

The 2013-2014 fees are:

- o \$100.<sup>00</sup> per sport for Epiphany School participants
- o \$130.<sup>00</sup> per sport for non-Epiphany School participants

All sports fees are non-refundable.

## **PERMISSION FORMS:**

Parent's signature on the permission form, the emergency form, handbook agreement, and on the code of ethics must be on file and all fees paid before a student can participate in the sports program. Failure to do so may cause a student to become ineligible to play.

## **GRIEVANCE PROCEDURE:**

If a parent has a grievance concerning the program, the following procedure must be followed:

1. Discuss the matter with the coach.
2. If that proves unsatisfactory, present the matter to the Girls' or Boys' Athletic Director.
3. If still unsatisfied, put the grievance in writing and then present it to the pastor.

Note: Compliance with our grievance procedure is essential to our sports program.

## **UNIFORMS:**

Epiphany's uniforms are only to be used for Epiphany's games, not for use at practices or as play clothes. Epiphany's Athletic Program is the only provider of uniforms and athletic equipment. Uniforms and equipment not issued by the Athletic Program may not be used at any athletic event. All team players will be responsible for the return of their uniforms upon the completion of the season for which the uniform was issued.

### 2013-2014 UNIFORM FEES:

1. Boys/Girls Soccer: no uniform fee
2. Boys Basketball: \$40.00 per uniform
3. Boys Baseball: \$60.00 per uniform
4. Girls uniform: \$50.00 same uniform is used for volleyball and basketball

**THE SPORTS PROGRAM:**

Epiphany offers a variety of sports for students in Grades 3-8. Kindergarten through 2nd graders are offered t-ball and coach pitched baseball. At minimum, Epiphany Parish participates in the CYO and SFYBL Leagues. Epiphany Parish may participate in other leagues deemed appropriate. The players and coaches are governed by the rules of the leagues in which they participate.

All sports, all teams: To be eligible to play, all players must be present and listed in scorebook/line-up card at the start of each game.

**GIRLS' PROGRAM INCLUDES: (Team Grade 3-8):**

**VOLLEYBALL**  
**BASKETBALL**  
**SOCCER**

**BOYS' PROGRAM INCLUDES:**

<b>BASEBALL</b>	<b>Grades K-8</b>
<b>BASKETBALL</b>	<b>Grades 3-8</b>
<b>SOCCER</b>	<b>Grades 3-8</b>

**AWARDS:**

Sports Awards ceremonies are determined by the Athletic Directors.

All grades will receive awards with special recognition awards given to eighth graders.

# **2013-2014 EPIPHANY ATHLETIC BOARD CONTACT INFORMATION:**

- 1. Gym Phone: (415) 333-5562**
- 2. Boys' Athletic Director: Roger Bross (415) 585-7465**
  - a. Assistant Boys' Athletic Directors: Rich Crociani  
Roman Maldonado**
- 3. Girls' Athletic Director: Maureen Moriarty (415) 584-6373**
- 4. Gym Directors: Sean Moriarty & Jessica Reynolds (415) 333-5562**

# PARENTS' CODE of CONDUCT

I hereby pledge to provide positive support, care and encouragement for my child participating in youth sports by following this Parents' Code of Conduct Pledge.

I will not conduct myself in an unsportsmanlike manner while attending any Epiphany game. I am aware that such misconduct on my part may result in my not being allowed to attend any further Epiphany games.

I understand that if I do not follow this Parents' Code of Conduct, the Epiphany Athletic Board and/or Pastor may remove my child from his/her team.

I will inform my guests of their expected behavior.

I will participate in all sport fundraisers.

I will encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every game, practice or other youth sports event.

I will make Epiphany practices and games a priority over other extracurricular activities.

I will place the emotional and physical well-being of my child ahead of a personal desire to win.

I will insist that my child play in a safe and healthy environment.

I will support coaches and officials working with my child. I will not undermine a coaches authority or interfere with his ability to coach his/her team by giving coaching instructions to any Epiphany player from the sidelines or stands. In other words, please let coaches coach at practices and games.

I will help ensure that the sports environment is free of drugs, tobacco, and alcohol and will refrain from their use at all youth sports events.

I will remember that the game is for youth--not for adults.

I will do my very best to make youth sports fun for my child.

I will ask my child to treat other players, coaches, fans and officials with respect regardless of race, sex, creed or ability.

I will promise to help my child enjoy the youth sports experience by doing whatever I can, such as being a respectable fan, or providing transportation.

I will ensure my child is dropped off directly with the coach(es) and picked up from the coach(es) promptly at the designated times for practices and games.

If I have questions or concerns, I will contact the Epiphany Athletic Director. I will not contact CYO, SFYBL, Parish School League nor FLAME directly. These organizations require input from the Athletic Director only.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date



# PLAYERS' CODE OF CONDUCT

**I hereby pledge to be positive about my youth sports experience and accept responsibility for my participation by following this Player's Code of Conduct Pledge.**

**I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice by demonstrating good sportsmanship.**

**I understand Epiphany practices and games take precedence over other extracurricular activities.**

**I will attend every practice and game that I can and will notify my coach if I cannot.**

**I will do my best to listen and learn from my coaches.**

**I will treat my coaches, other players, officials and fans with respect regardless of race, creed, sex or abilities and I will expect to be treated accordingly.**

**I deserve to play in an environment that is free of drugs, tobacco and alcohol and expect adults to refrain from their use at all youth sports events.**

**I will encourage my parents to be involved with my team in some capacity because it's important to me.**

**I will do my best in school.**

**I will remember that sports are an opportunity to learn and have fun.**

_____	_____	_____
<b>Player Signature</b>	<b>Print Name</b>	<b>Date</b>
<b>I understand that if my child does not follow this Player's Code of Conduct, the Epiphany Athletic Board and/or the Pastor may remove my child from his/her team.</b>		
_____	_____	_____
<b>Parent Signature</b>	<b>Print Name</b>	<b>Date</b>

# COACHES' CODE of CONDUCT

**I hereby pledge to live up to the guidelines and standards as a Coach for the Epiphany Athletic Program by following the Coaches' Code of Conduct.**

**I will lead by example in demonstrating fair play and sportsmanship to all my players. I will encourage my team's supporters to follow my good example.**

**I understand that if I do not follow this Coaches' Code of Conduct, the Epiphany Athletic Board and/or the Pastor may relieve me of my coaching duties.**

**I will place the emotional and physical well being of my players ahead of a personal desire to win.**

**I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.**

**I will do my best to provide a safe playing situation for my players.**

**I will promise to review and practice the basic first aid principles needed to treat injuries of my players.**

**I will provide a sports environment for my players that are free of drugs, tobacco and alcohol and I will refrain from their use at all youth sports events.**

**I will be knowledgeable in the rules of each sport that I coach and will teach these rules to my players.**

**It will be my responsibility to supervise all players from the time practices and games start, until a parent or guardian picks them up.**

**I will use those coaching techniques appropriate for each of the skills that I teach.**

**I will remember that I am a youth sports coach and that the game is for children and not adults.**

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<b>Coaches Signature</b>	<b>Print Name</b>	<b>Date</b>

# CONCUSSION INFORMATION:

A new law on youth sports concussions has taken effect in California. The law was signed by Governor Brown.

## **The law has several provisions which will impact CYO and youth sports:**

\* Education: In order to participate in athletics, students and a parent or guardian must sign and return to the student's school/program each year a form acknowledging receipt and review of a concussion and traumatic brain injury information sheet.

\* Immediate removal from play in case of suspected concussion: Athletes suspected of having sustained a concussion must be immediately removed from play for the remainder of the day.

\* No return to play without written medical clearance: Athletes who have been removed may not return to play until evaluated and received written clearance from a licensed health care provider trained in the management of concussion acting within the scope of his or her practice.

Below is the new "Concussion Information Sheet" for CYO that is to be signed annually by the participant and parents/guardians of children participating in the CYO program. Information on the form is from the U.S. Center for Disease Control along with the procedure for a suspected concussion from the new law.

# Archdiocese of San Francisco CYO Athletics

## Concussion Information Sheet

### **WHAT IS A CONCUSSION?**

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious. You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

### **WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?**

#### ➤ Signs Observed by Parents or Guardians

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events prior to or after hit or fall

#### ➤ Symptoms Reported by Athlete

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right"

### **HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?**

- Every sport is different, but there are steps your children can take to protect themselves from concussions.
- Ensure that they follow their coach's rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly. Learn the signs and symptoms of a concussion.

## **WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?**

- Seek medical attention right away. A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.
- Keep your child out of play. Concussions take time to heal. Don't let your child return to play until a health care professional says it's OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent damage, affecting your child for a lifetime.
- Tell your child's coach about any recent concussion. Coaches should know if your child had a recent concussion in ANY sport. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

## **WHAT IS THE PROCEDURE FOR A SUSPECTED CONCUSSION?**

- Any athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from the activity at that time and for the remainder of the day.
- Any athlete who has been removed may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and has received a written clearance to return to play from the health care provider.

-----CUT HERE-----

I have read the new "Concussion Information Sheet" for CYO that is to be signed annually by the participant and parents/guardians of children participating in the CYO program.

Information on the form is from the U.S. Center for Disease Control along with the procedure for a suspected concussion from the new law.

Student's Name: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return to Gym Office.

Office Use Only:

Received on: \_\_\_\_\_ By: \_\_\_\_\_

# ATHLETE'S MEDICAL INFORMATION

Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ Grade: \_\_\_\_\_

Mother/Guardian: \_\_\_\_\_ Contact #: \_\_\_\_\_

Father/Guardian \_\_\_\_\_ Contact #: \_\_\_\_\_

In the event of an apparent serious illness or accident, when I cannot be reached, I wish one of the following persons to be notified by telephone. They are authorized to act in my absence regarding decisions to provide medical care to my child as identified above:

Name & Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Contact #: \_\_\_\_\_

Name & Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Contact #: \_\_\_\_\_

In case of an emergency, when my emergency contacts or I cannot be reached, I give my permission to obtain or administer whatever medical services should be necessary.

I agree to inform the coach in writing should my child be on medication during any game or practice.

Parent/Legal Guardian: \_\_\_\_\_ Contact #: \_\_\_\_\_

Physician Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Dentist Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Please describe any allergies, allergic reactions, or any other medical conditions that may affect your child's performance:

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Please list any medical prescriptions:

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