

# ASCA ATHLETIC HANDBOOK

REVISED 2025 highlighted portions are the changes

## PHILOSOPHY

The athletic program of Academy of St. Carlo Acutis is to promote and encourage the growth of our students in virtue, holiness and strength. Athletics have been used in Sacred Scripture as metaphors for the spiritual life. The virtues learned through sport - fortitude, charity, prudence, and justice - are invaluable to the development of the human person. These lifetime skills are learned and practiced on the field and court through healthy intense competitions. While these are good and worthwhile, all students, coaches, parents and athletes must remember that these competitions are just games. While we play to win, winning at all cost is never a victory. Our ASCA athletics should also retain their proper place in the priorities of our families - never taking dominance over our liturgical prayer, the family table or academic formation. Our athletics program must always reflect our motto '*Deus, Non ego*'.

## ATHLETIC PROGRAMS AND CO/EXTRA-CURRICULAR ACTIVITIES

Academy of St. Carlo Acutis has outstanding athletic and co/extra-curricular programs. The school will attempt to provide equal sports opportunities for both boys and girls. Students may participate in athletic and co/extra-curricular activities if they meet eligibility requirements, have a current sports physical examination on file, are adequately covered by insurance, and have an acceptable attitude. Participation in athletic and co/extra-curricular programs is a privilege, not a right. Therefore, students forfeit this privilege if behavior, academic standards and financial obligations are not met. Co/extra-curricular and athletic activities do not take precedence over academics; they work in cooperation with academics. The Athletic Director shall maintain the overall administrative supervision of the school's athletic programs and activities.

## ATHLETIC/CURRICULAR PROGRAM

### Sports and Activities Offered at ASCA

- **Speech** – Grades 6th-8th
- **Baseball** – Grades 6th-8th
- **Softball** – Grades 6th-8th
- **Girls/Boys Golf** – Grades 5th-8th
- **Girls Basketball** – Grades 5th-8th
- **Boys Basketball** – Grades 5th-8th
- **Cheerleading** – Grades 6th-8th
- **Boys/Girls Bowling** – Grades 6th-8th
- **Girls Volleyball** – Grades 5th-8th
- **Scholastic Bowl** – Grades 6th-8th
- **Girls and Boys Track and Field** – Grades 5th-8th

~~Academy of St. Carlo Acutis is a member of the Prairie Conference and participates in the interscholastic athletic activities of the conference in basketball, volleyball, track and scholastic bowl. A conference tournament will be held at the end of each season. See <http://state1.1.scsdpedn.com> for guidelines. All other activities are considered non-conference.~~ All 7th and 8th grade athletics/activities are also a member of the IESA and will compete to move on in a regional, sectional and state at the end of the season. See IESA for guidelines. From interscholastic sports to debate activities enrich a student's school experiences. They are not a diversion, but rather an extension of a good educational program. Students who participate in activities programs tend to have **higher grade point averages, better attendance records, lower dropout rates and fewer discipline problems**. Participation in activities helps students grow in the cardinal virtues of prudence, justice, fortitude, and temperance, as they learn teamwork, sportsmanship, perseverance, and self-discipline. At the same time, they deepen the theological virtues of faith, hope, and charity by building confidence, trusting in their God-given abilities, and treating others with respect and love—even in competitive situations.

## STUDENT CONDUCT

Any student who engages in conduct, whether inside or outside of school, that is detrimental to the reputation of the school and/or inconsistent with the mission, philosophy, or teachings of the Catholic Church may be subject to disciplinary action including suspension or expulsion. Students are expected to act in an orderly and Christian manner at all times, treating staff and other students and school property with respect. The idea of discipline is to enable the student to move from externally imposed discipline to self-discipline. When it becomes necessary to impose punishment for misbehavior, efforts are made to accomplish a positive effect. The school may make use of written contracts or recommend counseling. The Diocesan Policy Book (D-114;P-DBE) states: "The permanent dismissal of a pupil from a Catholic School is a measure which should be taken only when it is seen that the program of the school is not appropriate for the particular individual."

## Spectator Conduct at ASCA Athletic Events

The **Academy of St. Carlo Acutis** hosts a highly competitive and active sports program for both boys and girls. We encourage your attendance at our athletic events and hope to see many of you supporting our teams. However, we expect certain standards of conduct from all spectators, and we will work to ensure proper sportsmanship is maintained at all contests. Below are the rules and regulations that must be followed by all attendees:

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### General Conduct Rules for Spectators:

- **No objects** are to be thrown during events.
- Spectators **must remain off the gym floor or field** at all times.
- Fans should **not heckle, jeer, or distract** members of the opposing team (e.g., no whistling or yelling while opposing players are shooting free throws).

- **Profane language** or **obnoxious behavior** will not be tolerated. All cheering must be in good taste, and **questionable group cheers** will not be permitted.
  - Spectators are expected to show **proper respect for school property** and for the authority of school officials and coaches.
  - **No talking to players** in the dugout or on the bench about decisions or calls being made by the coach or referee.
  - **No communication** regarding calls, decisions, or playing time should occur between spectators/parents and the coach before, during, or after a game.
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#### Communication Guidelines with Coaches:

- Coaches will provide **phone numbers** for schedule changes that may occur last minute.
- **Do not communicate with parent volunteer coaches** about playing time, decision-making, or strategic game situations via text message.
- All communication regarding these topics should be done **through email** during regular work hours (refer to the **Hours section** of the handbook for details). Coaches will respond via email or arrange a time to meet or discuss the issue.

### Technical Fouls - Coaches and Players

#### Coaches:

- **1st Technical Foul:**
  - The coach may **finish the game** but will serve a **1-game suspension** and will not be eligible to coach the next game.
- **2nd Technical Foul:**
  - The coach will serve a **2-game suspension** and will not be eligible to coach those games.

#### Players:

- **1st Technical Foul:**
  - The player will be **removed** from the game for the remainder of that **quarter** and the next full **quarter**.
- **2nd Technical Foul:**
  - The player will be **removed from the game** and will not be eligible to participate in the **next game**.
- After a **second technical**, both coaches and players will be **reevaluated** in their roles, with the possibility of **expulsion or removal** from the team.

## **CONFLICT RESOLUTION/GRIEVANCE POLICY**

If a student-athlete, parent, or guardian has a grievance, they are to follow this procedure: 1. Speak to the coach first. Please allow 24 hours to think about what you will say first. 2. If that is not sufficient, speak to the athletic director after speaking to the coach. 3. If that is not sufficient, speak to the athletic director and school principal. 4. If still not satisfied, see copy of the formal grievance procedures (Appeal and Review) listed as Appendix B of this School Handbook. ASCA follows the conflict resolution policy of the Diocese of Peoria. (G 111)

## **CONSEQUENCES TO ABOVE CONDUCT AND GRIEVANCE POLICY**

Discipline will be administered, when necessary, to protect students, school employees, or property, and to maintain good order which is essential in a positive learning environment. All will be treated in a fair and equitable manner and discipline will be based upon a careful assessment of circumstances of each case (e.g. seriousness of the offense, age, language and frequency of misconduct). Discipline actions may include and are not limited to: 1 game suspension of the student, parent or spectator and game suspensions of parent and athlete regardless of who was the violator. All athletic handbook policies are in compliance with IESA and Diocese of Peoria.

## **HOURS OF ATHLETIC OPERATIONS WHEN COMMUNICATING ABOUT ATHLETICS**

When communicating concerns and complaints to any member of the staff including, but not limited to Father, Coaches, Athletic Director and Principal please only call and email during the allotted school hours set. If we cannot respond to you during school hours 7:50-3:30 we will email or call to set something up at a convenient time for all.

## **TRYOUTS**

Because of its very nature, trying out for membership or participation on a team should be discouraged. At the elementary level it precludes student-athletes' participation at a period in their lives when opportunities to develop interests and learn fundamental skills should be paramount to excluding them because their abilities are not as obvious as others in their age and grade ranges.

## **PLAYING TIME**

In the highly developmental grades 5 and 6, all players are expected to play. In more competitive grades 7 and 8, playing time will be determined by attendance, effort, attitude, skill and strategically by the coach as an individual player's strengths are utilized in specific situations on the field or court. As such, 7th and 8th grade equal playing time is not guaranteed. However, reasonable playing time during regular season games can be earned by working on or improving the above.

## **PLAYING UP**

In the event that a grade level does not have sufficient members to form a team, the Athletic Director and the Principal may allow student-athletes to play up as low as 3rd grade for 5/6 level and 5th grade for 7/8 level per IESA. Any exceptions to this requirement shall be granted by the Office of Catholic Schools on a case-by-case basis. The total number of team members will not exceed a reasonable number if there was a need to have lower grade student-athletes play up. The Principal and Athletic Director will determine what the “reasonable” number is.

## **PRECEDENCE OF ACTIVITIES**

In cases where there is conflict between an athletic activity and a community sponsored activity/fine arts activity, the athlete will participate in the activity based on this priority of order:

- a) The Activity in which the student-athlete started first will have first priority.
- b) Conference activities over non-conference activities.
- c.) Games will take priority over practices. Coaches may NOT schedule practices around an-others game. This is to protect our students so that they have time for homework, family and sleep. Ex. if one has a game they are excused from an-others practice for that day. If the coach chooses to have practice that is fine, but the athletes will not attend practice and will be excused.
- d.) Practicing for a State sponsored activity will take priority over any other practice or game. Ex. If a sport has moved on into the regional and now has overlapped into the next activity the sport in the regional will have priority over all games and practices of the next activity.

## **PRACTICES, GAMES AND TOURNAMENT EXCLUSIONS**

No games or practices, including tournaments or Open Gyms, may be scheduled or played on Sundays, on Holy Days of Obligation, Holy Thursday and Good Friday. Practices, games and tournaments will be limited to five days per week, per team. Practices should not exceed one and a half (up to 2) hours per day. Parish events and school events such as seasonal programs, fairs and concerts should take precedence over practice, games and tournaments. Practice schedules will be part of the complete description and the rules and regulations of each sports offering. These will be written and communicated to all participants before the beginning of each season. The Principal will approve all decisions regarding this written notification.

**TOURNAMENTS** The Diocese of Peoria does not sponsor diocesan tournaments. For this reason no tournaments may be referred to as “Diocesan” or “Diocesan-wide” tournaments. No school may sponsor league or non-league tournaments requiring overnight stays.

## **WEATHER-RELATED SCHOOL DAYS, SATURDAYS AND HOLIDAYS**

On school days, Saturdays, and school holidays when severe weather may affect practices, games, or tournaments, the Principal and Athletic Director will decide whether these events will proceed or be canceled. A reliable communication plan for notifying parents/guardians and student-athletes of cancellations or changes must be developed, documented, and distributed to coaches and moderators before the start of each sports season.

## TRANSPORTATION TO EVENTS

It is the responsibility of the parent or guardian to ensure their son or daughter arrives on time for scheduled school events. Event times will be set by the coach of the respective sport or activity. If a parent wishes for their child to return home with another adult, the parent must notify the coach or school office prior to the event. Additionally, the parent should provide a written note from the designated adult who will be transporting the student. All parents must inform the coach before leaving the event, whether they are taking their own child or another athlete.

## RELEASE OF STUDENTS DURING THE SCHOOL DAY AND P.E.

- Student-athletes who are absent from school for more than half the day (3.5 hours or more) may not participate in practices or games on that same day.
- Students who leave school due to illness are not permitted to participate in any after-school activities.
- The Principal may grant a waiver for absences due to non-illness-related reasons, such as:
  - Out-of-town medical appointments
  - Funerals
  - Family emergencies
- Students excused from Physical Education (P.E.) classes are not allowed to participate in athletic practices or games that day.
- Students excused from P.E. are still expected to attend and support their team at practices and games.
- Students who choose not to participate in P.E. without a valid excuse will be ineligible to participate in practices or games that day.

## EXCUSED/UNEXCUSED ABSENCE

- All absences must be communicated **in advance** by a parent or guardian through **text, call, or written note**.
- Communication must be initiated by an **adult**, not the student.

### Excused Absences include (but are not limited to):

- Illness
- Emergencies
- Family vacations
- Doctor appointments

### Excused Tardies include:

- Tutoring

### Unexcused Absences include:

- Car trouble

- Lack of transportation
- Work
- Babysitting
- Participation in non-school-related activities

**Unexcused Tardies include:**

- Detentions
  - *Note: Detentions are considered a burden on teammates.*

**Additional Policy Notes:**

- **Two tardies** will count as **one unexcused absence**.

**CONSEQUENCES OF UNEXCUSED ABSENCES**

- **1st Offense:**
  - **1 unexcused absences = Sit ½ game**
- **2nd Offense:**
  - **2 unexcused absences = Sit 1 full game**
- **3rd Offense:**
  - **3 unexcused absences = Meeting with the Athletic Director** to evaluate continued participation

**Game/Practice-Specific Consequences**

- **Missing a game** due to an **unexcused absence = Sit 1 additional game**
- **Missing a practice immediately before a game** due to an **unexcused absence = Sit ½ game**

**Tracking & Enforcement**

- Unexcused absences and tardies will be tracked by the **coach** and reported to the **Athletic Director** as needed.
- It is the **responsibility of the student-athlete and their parent/guardian** to communicate and document any absences in a timely manner.
- **Consequences will be enforced by the coach** in consultation with the Athletic Director.

**ELIGIBILITY**

The **Academy of St. Carlo Acutis (ASCA)** is committed to providing student-athletes with opportunities to develop their talents and interests through a variety of extracurricular activities, including:

- **Academic groups** – Speech, Scholastic Bowl
- **Interscholastic sports** – Basketball, Track, Volleyball, Baseball, Softball, Bowling, Golf
- **Other activities** – Cheerleading, Dance, and other school-sponsored events

ASCA follows the **Illinois Elementary School Association (IESA)** eligibility guidelines to ensure students are meeting academic expectations while participating in these activities.

## Eligibility Guidelines

1. **Weekly Grade Checks**
  - Student grades are reviewed **every Friday**.
2. **Minimum Academic Requirement**
  - Students must be **passing all subjects** to remain eligible.
  - 1 F or 2 D's will make one ineligible
3. **Eligibility Period**
  - Eligibility runs from **Sunday through Saturday** each week.
4. **Start of Checks**
  - Eligibility checks begin the **week prior to the first scheduled game**.
5. **Dismissal Policy**
  - Students who are ineligible **three times** during a season will be **dismissed from the team**.
6. **Ineligibility Protocol**
  - Ineligible students **may not attend practices or games** until their grades are brought back to passing.
  - Students may be required to attend **tutoring** during their ineligibility period.
  - These missed practices or games will be treated as **unexcused absences** and may affect **starting/playing time** upon return.

## Support for Student-Athletes

The **administration and staff** are dedicated to supporting all student-athletes in maintaining eligibility and participating fully in the wide range of valuable activities available at ASCA.

## GAME DAY APPEARANCE

All athletes are expected to come to home games in appropriate ASCA spirit wear/ warmups set by your coach. Do Not wear your athletic shoes into the school. All athletes are expected to look nice on away games. This will be decided on by your coach.

## UNIFORM/GARMENT CARE

Each athlete is responsible for the care, maintenance and upkeep of the assigned uniform. They will be held financially responsible for the loss and/or damage of the uniform. You may not alter or change the uniform in any way. For the purpose of modesty, religion, or cultural values one may modify their athletic uniform by wearing anything over or under that is in compliance with the IESA uniform regulations regarding their religious, cultural, or modesty policy.

## WARMUPS

Student-Athletes may only wear warmups to and from games. They may not wear warm up tops or bottoms to school. They can only be worn to school on a “spirit day” or “special day” given by the principal.

## AWARDS

### Athletic Awards Policy

- **Athletic awards** are recommended to the **Athletic Director** by the coach or sponsor of the sport or activity.
- All student-athletes who **meet participation and conduct requirements** will receive a **certificate of participation**

**A student-athlete may not be recommended for an award if they:**

- Fail to complete the season
- Fail to show proper attitude toward teammates or coaches
- Fail to attend practices or events consistently
- Fail to follow squad rules and policies
- Fail to demonstrate positive conduct as a representative of the team and school

### Award Presentation

- Athletic awards will be presented during the **Athletic Awards Program** held at the conclusion of each sports season or at the end of the year.

## REPORTING ACCIDENTS/INCIDENTS

Any athlete injured in practice or during competition must notify the coach immediately. The coach will complete a SCHOOL ACCIDENT REPORT within reasonable time and turn it into the Athletic Director. Serious injuries must be reported immediately. Coaches must also report any incident that involves coaches, parents, spectators, or student athletes competing or not competing that violates any IESA or school handbook code of conduct policies immediately.