

# **DIOCESE OF TUCSON**

## **Department of Catholic Schools**



# **DIOCESAN YOUTH SPORTS LEAGUE HANDBOOK**

**Revised June, 2013**

## **About this Handbook**

This handbook reflects the mission, goals, expectations, policies and procedures of the Diocesan Youth Sports League and may not undergo further revision without the expressed consent of the Principals' Sports Committee and/or the administration of the Department of Catholic Schools. It is expected that all participants and engaged in the Diocesan Youth Sports League will uphold the mission, goals, expectations, policies and procedures contained herein.

### **A Prayer to See God in Youth Sports**

*We pray for young athletes...*

*Who, through sports, develop important values such as loyalty, perseverance, friendship, and sharing.*

*We pray for coaches...*

*Who appreciate the gifts of all players and have respect for the game; who place players before winning and value sportsmanship.*

*We pray for parents...*

*Who love their children for who they are, not for how they perform.*

*We pray for officials...*

*Who inspire fair play and protect the integrity of the game and players.*

*O God, we pray for all who participate in games;  
may their hearts be open to see your presence in and through sports;  
may their minds remember the element of fun reflective of your Spirit;  
may their bodies reflect the gracefulness and wonder of your creation.  
Let all who play the games be enriched by your presence in the gym,  
locker rooms, and on the fields. Amen.*

*By Ed Hastings (National CYO sports; NFCYM)*

Handbook revisions conducted by:

Sheri Dahl, Assistant Superintendent

Erica Cornett, Diocesan Youth Sports League Co-Director

Joe Preter, Diocesan Youth Sports League Co-Director

Contents

**Mission Statement.....4**

**Code of Conduct .....4**

**Behavior Expectations.....4**

**Goals and Objectives.....5**

**Sports League Framework.....6**

**Prayer Before Games.....7**

**Diocesan Sport Committee.....8**

**Principal Responsibilities.....9**

**Diocese of Tucson Youth Sports League Policy – Transporting Students 10**

**Diocesan Youth Sports Director Responsibilities.....11-12**

**Athletic Director Responsibilities.....13-14**

**Coach Responsibilities.....15-16**

**Officials’ Responsibilities.....17**

**Spectator Responsibilities.....18**

**Parents’ Responsibilities.....19-20**

**Uniform Dress Code.....21**

**General Rules.....22-24**

**Volleyball.....25-26**

**Basketball.....27-28**

**Varsity/Jr. Varsity Tournament.....29-30**

**Track and Field.....31-34**

**Code of Conduct Sign-Off.....35**

**End of Season Evaluation.....36**

**Parental Permission Form (Travel for School Athletic Events.....37**

## **Mission Statement**

*The Diocesan Youth Sports League provides positive, extra-curricular sporting events that contribute to the development of the whole child. It models and teaches Christian principles and the ideals of good sportsmanship using the Notre Dame Play Like a Champion Today model.*

## **Diocesan Athletic Code of Conduct**

*As a participant and supporter of the Diocesan Youth Sports League, I will conduct myself in a manner consistent with the values and teachings of the Catholic Christian faith, as well as the Play Like a Champion Today model, and will follow the rules and procedures outlined in the Diocesan Youth Sports League Handbook.*

## **Behavior Expectations**

The general behavior of an athlete in school and elsewhere is a credit to her/his team, school, coaches, family, and her/himself. It is the expectation of the Diocese that you will athletes will conduct themselves in a manner consistent with the values and teachings of our Catholic Christian faith and Play Like a Champion Today. When determining conduct, it is advisable for everyone involved to keep the following in mind:

### **Behavior Expectations of Athletes:**

- Treat ALL with respect.
- Maintain sportsmanlike conduct.
- Refrain from using profanity, disrespectful/harassing gestures at any time.
- Encourage fellow teammates and all athletes during competition.
- Follow the guidelines for Uniform Dress Code.
- Follow all school rules and procedures.

### **Behavior Expectations of Athletic Directors & Coaches:**

- Model respectful treatment of all, especially officials, athletes, parents, and other teams' coaches, players, and families.
- Model sportsmanlike conduct at all times.
- Refrain from using profanity, disrespectful/harassing gestures at any time.
- Encourage your team athletes and all athletes during competition.
- Follow the coach guidelines for Play Like a Champion Today.
- Follow all school rules and procedures.

## **Behavior Expectations of Parents & Spectators:**

- Model respectful treatment of all, especially officials, athletes, and other teams' coaches, players, and families.
- Model sportsmanlike conduct at all times at sporting events.
- Refrain from using profanity, disrespectful/harassing gestures at any time.
- Encourage your child athlete(s) and all athletes during competition.
- Follow the parent guidelines for Play Like a Champion Today.
- Follow all school rules and procedures.

### **Goals and Objectives - Athletes**

In addition to abiding by the Diocesan Athletic Code of Conduct, student athletes will:

- A. Develop basic athletic skills required for the sport(s) in which they are engaged.
- B. Know and understand rules of the sport(s) in which they are engaged.
- C. Practice good sportsmanship at all times.
- D. Demonstrate team spirit and responsibility while fostering a humble appreciation for individual accomplishments.

### **Goals and Objectives – Athletic Directors & Coaches**

In addition to abiding by the Diocesan Athletic Code of Conduct, Athletic Directors and coaches will:

- A. Participate in Play Like a Champion Today training and abide by its philosophy and mission.
- B. Provide healthy, fair, and safe competition for athletes and teams.
- C. Uphold diocesan safe environment policies and guidelines.
- D. Train and educate parents and athletes on the Play Like a Champion Today program.

### **Goals and Objectives – Parents & Spectators**

Parents and spectators will:

- A. Participate in Play Like a Champion Today training and abide by its philosophy and mission.
- B. Support a healthy, fair, and safe competition for athletes and teams.
- C. Demonstrate good sportsmanship at all times.

## Framework of the Diocesan Youth Sports League

Students participate in three separate sport seasons: volleyball, basketball, and track & field. The league is divided into two levels of competition: junior varsity and varsity.

The structure and intent of the junior varsity level is primarily to teach basic fundamentals and skills, sportsmanship, and to prepare athletes for the varsity level program. The junior varsity program, beginning at the fourth grade level (for some schools), is structured to offer students an opportunity to compete and play. Schools may field as many junior varsity teams as necessary to accommodate the number of students wishing to participate.

Please refer to “General Rules” for specific “Age Allowances” for the junior varsity level.

The varsity level program is offered primarily to 8<sup>th</sup> graders , with some underclassmen involved, to engage them in the highest level of competition available. This level includes more practice time, a greater number of opportunities for competition, experienced officials and the use of indoor sport facilities as much as possible. The intent of the varsity level is to prepare our athletes for the next level of competition, i.e. high school. Each school is allowed one varsity level team per sport and season. Any 8<sup>th</sup> grader who wants to join a team **MUST** be allowed to participate at the Varsity level regardless of skill or experience. Underclassmen can play on the Varsity team if deemed necessary by the school’s Athletic Director.

## **Prayer Before Games**

*Heavenly Father,  
Be with us  
As we begin this competition.  
We thank you for the gifts  
Of our health and strength.  
May we represent  
Our parents, teachers, coaches, and You well.  
May we enter this game with  
Spirit, good sportsmanship  
And appreciation of each other and the game.  
Amen.*

**\*\*\*It is intended that this prayer be prayed in unison by all teams prior to the start of the competition, and be led by an individual (i.e., Coach or AD) of the HOME team.**

## **Diocesan Sports Committee**

Under the ultimate authority of the Superintendent, **the Diocesan Sports Committee** supports the Diocesan Youth Sports League. This committee is comprised of principals whose schools participate in our Elementary School Sports Program, the Diocesan Youth Sports Director(s), and the Assistant Superintendent of Catholic Schools. As participants and supporters of the Diocesan Youth Sports League, the conduct of this committee will be consistent with the values and teachings of our Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program. The Diocesan Sports Committee meets four times annually: August, November, March and May. Its role includes but is not limited to the following:

- Reviews the budget, calendar, schedules, and any changes in policy and procedures of the Diocesan Youth Sports League.
- Evaluates, and suggests possible changes if necessary, of the previous sports seasons after input from the Diocesan Youth Sports Director(s).
- Advises the Diocesan Youth Sports Director(s) on protocol and procedure concerning specific situations, diocesan policies and practices, and appropriate courses of action in the event of specific issues or concerns.
- Collaborates with the Superintendent and the Assistant Superintendent in the evaluation and employment of the Diocesan Youth Sports Director(s).
- Decisions made regarding changes in the operation of the Sports League will be by consensus agreement; however, should consensus not be reached a vote will be called.

### **Voting members include the Principals of the following schools:**

- Immaculate Heart Academy
- Our Mother of Sorrows
- St. Ambrose
- St. Cyril
- St. Elizabeth Ann Seton
- St. John the Evangelist
- St. Joseph
- Sts. Peter and Paul
- Santa Cruz
- San Xavier Mission

### ***Ex-officio* members include:**

- Assistant Superintendent of Catholic Schools
- Diocesan Youth Sports Director(s)



## Principals' Responsibilities

As a participant and supporter of the Diocesan Sports League, the principals will conduct themselves in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program.

Further responsibilities include:

- Signing the official team roster and/or addendums distributed by the Diocesan Youth Sports Director(s).
- Providing the emergency treatment form that is to be in the possession of coaches for each athlete during competition.
- Paying the annual fee to the Department of Catholic Schools by **September 1st** of each school year.
- Committing to participate in a sport by seasonal deadlines determined and announced by the Diocesan Youth Sports Director(s). **If a school commits to a program but fails to field a team, or if a school's team becomes ineligible for more than one game per season, that team cannot re-enter for the remainder of that sports season.**
- **Developing and implementing the Diocese of Tucson Youth Sports League policy for transporting athletes to and from after school sporting events, including having on file for each athlete the *Parental Permission Form* for travel for school athletic events. This policy can be found on the next page of this handbook. A copy of the permission form can be found at the end of this handbook.**

Team participation is as follows:

- One (1) minimum junior varsity girls/boys volleyball and girls/boys basketball team
- One (1) varsity level girls/boys volleyball and girls/boys/ basketball team
- One (1) coed varsity and one (1) coed junior varsity track & field team
- Optional involvement in the annual non-competitive Soccer Tournament

## **DIOCESE OF TUCSON YOUTH SPORTS LEAGUE POLICY: TRANSPORTING STUDENTS TO & FROM SPORTING EVENTS**

The following procedural regulations must be followed in transporting student athletes to and from after-school sports events:

1. Only adults who are at least 25 years of age and who have background security clearance are allowed to transport student athletes. Drivers must have on file at the school office the following:
  - A copy of their valid, unrestricted driver's license.
  - A copy of their current declaration of insurance liability coverage
  - Current background security clearance documentation.
2. Prior to each event, the school will give each driver a list of the athletes who will be transported to and from the event in his/her car.
3. Emergency forms for each student assigned to a driver will be given to the driver. Upon completion of the event and the return to school, the driver will return the emergency forms to a school representative.
4. Each driver is responsible for returning the same athletes who are on his/her list back to school after the sports event. The driver then gives the school representative the list of athletes who were transported in his/her car to verify all are accounted for.
5. A driver, coach, or school representative must never be alone with a student(s) while waiting for rides either before or after the sporting event. At least two adults must be present.
6. It is the parent/guardian responsibility to pick their child up from school after they have been returned from a sports event.
7. No one may pick up an athlete at the event location unless the athlete's parent or guardian has made a prior arrangement for this to occur and the driver has been notified thereof by the school. Only a parent or guardian may pick up an athlete upon his or her return to school, unless the athlete's parent or guardian has made a prior arrangement with the school.
8. Drivers may not transport athletes, even temporarily, to locations other than to the sports event and ultimately back to school.

August 2013

## **Diocesan Youth Sports Director(s) Responsibilities**

The Diocesan Youth Sports Director(s) is an individual who is responsible for the coordination and oversight of the Diocesan Youth Sports League at the elementary school level. This individual is directly responsible to the Superintendent, Assistant Superintendent and Diocesan Elementary School Principals who form the Sports Committee. As a participant and supporter of the Diocesan Youth Sports League, they conduct themselves in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program. The responsibilities of the Diocesan Youth Sports Director(s) include, but are not limited to the following:

- Planning and conducting meetings with the Diocesan Sports Committee, School Athletic Directors and coaches for the purpose of reviewing sports seasons, calendaring of events, clarifying rules and procedures, and discussing needs for the current sports season.
- Inform Principals and Assistant Superintendent of any issues within the program including those regarding Athletic Directors, coaches, parents, and athletes.
- Oversee all Athletic Directors and coaches as well as implement and enforce all rules, regulations, policies and procedures of the Diocesan Sports League.
- Making all calendars, schedules, brackets, etc. prior to the sports season for regular season and tournament play.
- Advising the Sports Committee on protocol and procedure in the day-to-day proceedings of the Sports League and any situations that may arise.
- Supervising and/or making provision for the supervision of all games and track meets held at Salpointe High School and/or other high schools within our diocese.
- Interpreting all rules and regulations concerning any sport.
- Assigning all varsity officials for varsity basketball and volleyball games.
- Paying and reconciling all officials for varsity basketball and volleyball games.
- Reconciling all accounts receivable and payable with the Secretary for the Office of Catholic Schools.
- Compiling and distributing a list of contact persons/AD's for all schools.
- Submitting a proposed annual budget for review by the Diocesan Sports Committee and the Superintendent's Office.
- Communicating with the Superintendent's Office, Diocesan Sports Committee and school Athletic Directors and coaches consistently using all modes of communication as necessary prior to, during, and after each sports season.
- Purchasing supplies for the operation of the Diocesan Youth Sports Season, including equipment, trophies, etc.

- Scheduling concession stand assignments for tournaments and track meets.
- Conducting any necessary annual training on the Play Like a Champion Today (PLACT) program for new Athletic Directors and coaches, including parent training.
- Re-certifying returning Athletic Directors and coaches on the PLACT program every three (3) years.

## Athletic Directors' Responsibilities

As supporters of the Diocesan Sports League, Athletic Directors will conduct themselves in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program.

Each school shall name an Athletic Director for the school's after school sports program. Responsibilities of this individual may include, but are not limited to the following:

- Enforcing the Diocesan Youth Sports Handbook, including the Code of Ethics, etc. to teach sportsmanship to the student athletes.
- Advertising for and training coaches for each of the various sports and teams, both varsity and junior varsity. This may include compliance training for the safe environment of children.
- Instructing coaches on the Diocesan handbook and the rules for each particular sport with which they will be involved.
- Instructing coaches on the school's discipline policy, techniques and expectations of student behavior and attitude.
- Creating the format for the school regarding eligibility requirements.
- Communicating to the principal and the Diocesan Youth Sports Director(s) those issues that arise regarding the operation of the sports program on and off the school site.
- Creating the format for any additional games at the Junior Varsity level only and/or Varsity scrimmages.
- Communicating with other Athletic Directors and confirming scheduled games.
- Committing to the schedule and only cancelling games when absolutely necessary. All cancellations **MUST** be made by 4pm the day prior to the scheduled game (unless due to an emergency). **Schools who cancel after the set deadline will be fined \$30 per occasion.**
- Submitting rosters for play by the deadline assigned by the Diocesan Youth Sports Director(s).
- Communicating to the coaches on regular basis any and all pertinent information concerning school and/or diocesan requirements, issues, etc. of the sports program.
- Monitoring or overseeing the collection of fees associated with the sports program.
- Attending all meetings as required by Diocesan Youth Sports Director(s).
- Communicating with the Diocesan Youth Sports Director(s) regarding any and all issues pertinent to school's team and play.
- Assisting in the formulation of policies and procedures required by the Diocesan Youth Sports Director(s) and/or the Assistant Superintendent.
- Acting as administrative authority for the principal in regard to decisions at the planning/coordination level of AD meetings.
- Communicating as necessary with the Principal's Sports Committee.

- Ensuring that equipment for each sport is obtained, maintained, and ready for each use.
  - Obtaining volunteers and others as needed to ensure the smooth operation of the school's sports program. This may include referees and other officials.
  - Ensuring that proper sports physicals and other school required documents are filed for each sports participant prior to practices/play.
  - Conducting meetings and/or communicate frequently with parents whose children participate in the sports program for the purpose of clarifying policies, procedures, expectations, discipline, etc.
  - Be trained on the Play Like a Champion Today (PLACT) program and require all coaches to be trained before they are allowed to coach during the season.
  - Train new parents and athletes on the PLACT program and require them to follow the program in order to participate in the sports program.
  - Support the sports program by helping to set-up and/or clean-up at events, run scoreboards and books, and supervise team (including coaches) at games/meets and tournaments.
  - Be present, or have a representative present, at all home events in a supervisory capacity .
  - Enforce play time rules.
  - Supply officials:
    1. An official for home junior varsity volleyball games
    2. An official at every junior varsity basketball game, both home and away.
- NOTE:** Do not participate in a basketball game that has only one official or two officials from the same school. The team that has no official forfeits the game. There can be NO scrimmage or game.
- Enforcing the school policy for transporting athletes to and from after school games.

## Coaches' Responsibilities

As a participant and supporter of the Diocesan Sports League, coaches will conduct themselves in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today (PLACT) program.

Further responsibilities include:

- Encouraging sportsmanlike behavior and following the PLACT program.
- Monitoring and supervising the conduct of the team at all times.
- Teaching basic skills and fundamentals of sport.
- Emphasizing the GROW philosophy as modeled in the PLACT program.
- Informing parents of parental responsibility.
- Performing a uniform check and enforce the uniform policy.
- Preparing home court facilities by game time.
- Supplying the following:
  1. Game ball
  2. Equipment
  3. Competent scorekeepers as per general rules
  4. Score book
  5. Score board
  6. Seating facilities for teams
  7. Water availability
  8. Officials' facility
  9. Uniforms for home athletes
- Arriving to an away game with ample time to warm-up before the 4pm game time.
- Possessing at all games, the Emergency Treatment Form and a first aid kit.
- Submitting game lineup to the opposing coach.
- Supplying officials:
  1. An official for home junior varsity volleyball games
  2. An official at every junior varsity basketball game, both home and away.

**NOTE:** Do not participate in a basketball game that has only one official or two officials from the same school. The team that has no official forfeits the game. There can be NO scrimmage or game.
- Discouraging the running up of scores and prohibiting full court press after a 20 point lead in any basketball game.
- Facilitating track officiating that is required by each school.
- Informing your Athletic Director of game results and other pertinent information pertaining to the game.
- Attending the entire tournament for your sport. Specific responsibilities will be assigned at the mandatory coaches' meeting.

- Completing the season evaluation and returning it to your Athletic Director.
- Reporting to the school Athletic Director and then to the Diocesan Youth Sports Director(s) if necessary.
- Enforcing play time rules.

## **Coaches' Responsibilities at Indoor Facilities**

As a participant and supporter of the Diocesan Sports League, coaches will conduct themselves in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program.

Further responsibilities include:

- Informing everyone (AD, athletes, fans, principal) where to enter, how to behave, what to expect, etc.
- Working the score/clock table before or after the game, or as instructed by the Diocesan Youth Sports Director(s).
  1. If a coach has the first game of the day, the coach will work the score/clock table for the second game. If the coach has the second game of the day the coach will work score/clock table for the first game.
  2. If there are three games for one day, the coach of the last game will work the score/clock table the first game. The coach of the first game will work the score/clock table the second game. The coach of the second game will work the score/clock table the third game.
  3. If there are four games, the coach of the second game will work the score/clock table the first game and the coach of the first game will work the score/clock table the second game. The coach of the fourth game will work the score/clock table the third game and the coach of the third game will work the score/clock table the fourth game.
- Attending tournament play. All coaches must attend a mandatory meeting as scheduled by the Diocesan Youth Sports Director(s).
- Bringing equipment, scorebook, clipboard, and balls for warm-ups, etc.
- Help set-up prior to the first game, help tear down and clean up after the last game, and supervise athletes at all times.
- Follow all rules given by each individual facility.



## Officials' Responsibilities

As a participant and supporter of the Diocesan Sports League, officials will conduct themselves in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program.

Further responsibilities include:

- Working directly for the Diocesan Youth Sports Director(s).
- Enforcing the uniform policy.
- Having a working knowledge of and follow the *NFHS Rule Book* and the Diocesan Youth Sports Handbook.
  - a. The official(s) shall have full authority to see that each game is based upon good sportsmanship. If there is any conduct concerning players, spectators or coaches that is perceived as unsportsmanlike by the official(s), the official(s) will inform the coach/DSL so as to control the situation.
    1. Volleyball: For a player on the bench, coach, or spectator becoming unruly or interfering with the orderly progress of the game, the official shall caution the offending team (yellow card) and suspend the game until such time as the game can proceed in an orderly manner. Failure to do so in a reasonable amount of time shall result in a loss of point (red Card) and possible forfeiture if it persists. See *NFHS Rule Book*.
    2. Basketball: For a player on the bench, coach or spectator becoming unruly or interfering with the orderly progress of the game, the official shall caution the offending team and suspend the game until such time as the game can proceed in an orderly manner. Repeated offenses may result in a technical foul being assessed to the coach. See *NFHS Rule Book*.
      - Junior Varsity officials officiating junior varsity games are under the direct supervision of the DSPD or the designated supervisor while working the game. If any problems arise during games that involve these officials, the DSPD/designated supervisor has the final authority for settling any disputes.

## **Spectator Responsibilities**

As a participant and supporter of the Diocesan Sports League, spectators will conduct themselves in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program.

Further responsibilities include:

- Cheering in a positive manner for one's own team and never attempting to discourage, distract, or embarrassing the opposing team.
- Allowing the coach to coach her/his own team without interference. Do not yell instructions to your athlete.
- Respecting the coach. Talk to the coach. Do not second-guess the coach's decision.
  1. Do not verbally or physically abuse the coach.
  2. If you have issues with a coach, make an appointment with the coach and the school's Athletic Director to discuss the problem.
- Recognizing the difficulty of an official's job.
  1. Display a good attitude toward the officials.
  2. The officials in the junior varsity programs are volunteers. They have the authorization to expel unruly fans from the facilities.
  3. The officials at the varsity level are normally members of the Arizona Interscholastic Association (AIA). They have authorization to expel unruly fans from facilities.

## Parents' Responsibilities

As a participant and supporter of the Diocesan Sports League, parents will conduct themselves in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program.

Further responsibilities include:

- Providing legal and appropriate uniforms for competition.
- Scheduling appointments for your child that will not conflict with practice or games.
- Being flexible. Schedules may change (weather, availability of other schools).
- Arranging for athletes to arrive at the prescribed location and at the expected time as directed by the coach. School and diocesan policies regarding transportation for field trips must be followed. These policies, page A-4e and 4-10 from the Diocese of Tucson *Handbook of School Policies and Procedures*, include:
  - Signed and dated Diocese of Tucson *Field Trip-Parent Request Form* from the parents/guardian of each child using only the official Field Trip permission form.
  - A copy of the emergency form for each athlete participating in the game.
  - Drivers must be 25 years of age and must have security clearance.
  - Drivers must have a valid, unrestricted driver's license. A copy of each driver's license must be kept on file at the school.
  - The driver must carry liability insurance as required by state law. A copy of the current declaration of coverage must be maintained on file at the school.
  - Each occupant must have and use a seat belt.
  - Vehicles must be designed for eight (8) or fewer passengers.
  - No one may ride in the bed of a pick-up truck.
  - There should be two adults in each vehicle. If this is not possible, always avoid a situation in which one adult is driving with only one minor that is not his/her own child.
- Helping whenever possible. When attending any game at your school or another Diocesan school, volunteer to help set up, tear down, and clean up. Volunteer to keep score, keep time, officiating junior varsity games, etc.
- Being courteous to one another.

**Attending functions at Indoor Facilities:**

1. Volunteer to help set up, tear down and clean up as these facilities have graciously allowed the Diocesan Youth Sports Program to use their facility.
2. Park in the facilities' **designated** parking areas.
3. **Do not eat or drink** food or beverages of any kind in the indoor facilities unless it has been approved by that particular facility.

## Uniform Dress Code

All athletes are to be in legal uniform in order to compete. A player not conforming to this uniform policy shall not be allowed to participate in the game until the issue is resolved.

- All players on a team will wear **like-colored uniforms** (which include no trim of a different color) consisting of T-shirts and shorts (all which must be at an appropriate length).
- A **number** on the uniform shall identify each player. The number shall be at least four (4) inches high on top of the front of the shirt and at least six (6) inches high on the back of the shirt. Please refer to diagram at bottom of page.
- Appropriate playing shoes are to be worn.
- If a player wears an undershirt, it shall be solid white only. Players shall not wear undergarments or tights that extend below the uniform shorts. (Exception: compression shorts that are unadorned, of a single color similar to the predominant color of the uniform bottom, and do not extend below the knee, may be worn.)
- Long-sleeved undershirts must be either solid black or white color only.
- Players shall not wear uniforms that include advertising or a partial/whole manufacturer's logo or trademark that exceeds 1 ½ inches high by 1-½ inches wide, or appears more than once on each piece of the uniform.
- Uniform shirts shall not hang below the shorts line and shall be tucked in for game play; shorts/bottoms shall be above the hips (no sagging).
- Any body adornment, such as body painting, or **tattoos** will be covered. Further, any excessive face make-up will not be permitted. Any type of jewelry will not be permitted during games including stud earrings, necklaces, bracelets, anklets, etc.
- Hair styles/cuts will not include any sprayed hair colors contrary to the natural color of the hair, hair sprinkles, excessively spiked hair, long/straggly hair, etc. In addition, hard hair clips and headbands will not be allowed during games.
- Individual athletes **MUST** wear matching socks of a **solid white color only**, which shall be of equal length, no higher than the knee and no lower than the ankle.
- In case of cold weather, coaches are to use their best judgment and if necessary allow the athlete to also wear sweats as a means to stay warm. The sweats may or may not be of a color matching the uniform. This does not excuse the athlete from being in legal uniform, nor does it apply to indoor games. The jersey is to be worn outside of the sweatshirt to allow all parties to identify all players at all times. Sweatpants must be solid black or gray and may not consist of any logos, strips, or decals. Sweatpants can be worn either inside or outside the shorts. Bike shorts, tights, turtlenecks, T-shirts are not appropriate attire for warmth.
- Long-sleeved undershirts and sweatpants will not be allowed during indoor games without a valid medical reason.
- In track, spiked shoes with or without spikes are not allowed.

## General Rules

### Age Allowances

- Any student in the 8<sup>th</sup> grade and under who is not older than fifteen (15) years of age is eligible to participate.
- An athlete turning sixteen (16) may compete in the sport in which she/he has already begun competing. However, she/he is not eligible to begin competing in any future sport.
- If on September 1<sup>st</sup> an athlete, other than an 8<sup>th</sup> grader is not yet fourteen (14), they are eligible to play basketball and/or volleyball at the JV level that year.
- If on September 1<sup>st</sup> an athlete, other than an 8<sup>th</sup> or 7<sup>th</sup> grader, is not yet thirteen (13), they are eligible to run JV track that year.

**\*\*\*Any school that uses an ineligible player will forfeit that game and all other games in which said player has participated.**

### Other

- A. Students will provide the following information to the school office before they will be allowed to participate or compete in the sports program.
  1. Birth certificate
  2. Emergency treatment form
  3. Current physical examination and health information (physicals which are more than 12 months old following the end of the season are not acceptable)
  4. Signed parental permission forms for participation and field trips.
  5. Sports participation fees
  6. Proof of academic eligibility
  7. Signed statement by both parent and student of "Athletic Code of Conduct"
- B. The Principals and their staffs will determine academic eligibility. This includes probationary involvement and disciplinary measures.
- C. Sportsmanship is the "name of the game". Therefore, should any flagrant display of temper, utterance of unacceptable language, etc. occur, the offender will be ejected from the game/match. All players, coaches, parents, spectators, and athletes MUST follow the Diocesan Youth Sports Code of Conduct as well as policies set forth in the PLACT program.
- D. If a player, coach or fan is ejected from a game/match they will serve a one-game suspension; a second violation earns the offender expulsion from the sport.
- E. A coach may promote any volleyball or basketball player from the junior varsity to varsity. The athlete will be allowed to participate in

two (2) contests with the varsity; however, upon participating the third time, they will become ineligible to participate with the junior varsity. In track a junior varsity team member may participate in any varsity event if she/he has participated on the junior varsity level on the same day, as long as she/he does not exceed the allowed number of events. Athletes are not allowed to participate in both the JV and Varsity level for the same event during a single track meet.

- F. All travel activities will follow the Diocesan field trip policies and procedures.
- G. Changes to the schedule will be only at the discretion of the Diocesan Youth Sports Director(s).
- H. The starting time for all weekday varsity and junior varsity games will be at 4:00 PM. A varsity game shall not start later than 4:15 PM. For JV, where multiple teams are playing, the first game of the day will be at 4:00 PM and shall not start later than 4:15 PM. Teams failing to field the required number of players, or not have facilities ready by 4:15 PM, will forfeit the game and be fined \$30 per offense.
- I. The home team will provide an official game ball and official scorekeeper. Whenever a discrepancy occurs in the score, the home scorekeeper's score will be considered official and correct. The scorekeeper in JV basketball **MUST** keep track of personal and team fouls. The scorekeeper must be an adult or supervised by an adult.
- J. Judgment calls by officials are not subject to protest.
- K. Rule interpretations may be protested only if it has an effect on who wins or loses a game.
- L. If a protest is made, it is made verbally to the official and opposing coach involved immediately.
  - Next, the protest must be put in writing.
  - Thirdly, if the protest is not made verbally at the time of the incident, a late protest will not be allowed.
  - All protests must be made in writing within five (5) days and mailed, faxed, or emailed to the Diocesan Youth Sports Director(s).
  - The original copy is maintained by the Diocesan Youth Sports Director(s), with copies of the protest provide to the coaches, AD's and Principals of the schools involved.
  - Additional copies will be filed with the Diocesan Sports Committee and the Department of Catholic Schools (Asst. Superintendent), and the game officials involved in the protest.
  - If a hearing is needed, this will include the Diocesan Sports Committee, all coaches, AD's, and officials involved, and the Diocesan Youth Sports Director(s).
- M. The Diocesan Youth Sports Director(s) has the authority to stop any contest in the event of unsportsmanlike behavior and/or if other criterions are not being met.

- N. Each sport tournament shall begin with a mandatory coaches meeting. Failure of at least one coach from each team to attend said meeting shall result in a fine of \$30.00 to be paid by the school.
- O. A “uniform check” will be performed at the beginning of each game/match by each school’s coach. If a team member is not in proper uniform, the player will not be allowed to play until the issue is resolved. If several members are not in proper uniform, this may result in a forfeit of the game.
- P. In order to begin a game, a team must have at least six (6) volleyball players and five (5) basketball players. If the team cannot supply the required amount of players, a forfeit will occur.
- Q. Playing Time-**
- At the Junior Varsity level- Playing time must be as close to equal as possible throughout both the season and tournament regardless of the size of the team.
  - At the Varsity level- During season, minimum playing time per athlete must be as close to 25% as possible. During tournament, playing time will be left at the discretion of the coach; however each participant **MUST** play at some point during the game, consistent with the philosophy of *Play Like a Champion*.



## Volleyball

The official rules that govern the Diocesan Volleyball Program are those published by the NFHS Association. The following are exceptions and/or guidelines followed in the Diocesan Youth Sports Program.

1. Setting is allowed when receiving the serve.
2. No lines persons shall be used at any outdoor or regular contest. However, the use of lines persons during tournament play shall be left to the discretion of the official of that game. In the championship contest of the varsity match, a lines official will be used.
3. The home team will select its team bench. For all matches there will be a coin toss to start the match. The coin toss should occur at least five (5) minutes before game time. The visiting captain shall call the toss. The winner shall choose either to serve or receive. The loser of the toss shall be given the remaining choice.
  - If there is a third game, the home captain shall call the coin toss. The winner shall choose to serve/receive playing area. The loser of the toss shall be given the remaining choice.
  - In the event of a third game, the team will change sides when one team reaches half of the total points necessary (this applies only to outdoor games).
4. Varsity and junior varsity regular season matches are played at the same site. The junior varsity matches either follow the varsity matches or are played simultaneously if resources allow. The matches are played outdoors, weekdays, and after school with a start time of 4:00 PM at the various school campuses.
5. ~~\*\*\*NOTE: Only the head coach may stand during the game and may not be allowed on the court. If a coach receives a yellow or red card during the game, he/she must remain seated for the duration of the game (Seat Belt Rule).~~
6. In the event that a player on the bench, coach, or spectator becomes unruly or interfering with the orderly progress of the game, the official shall caution the offending team (yellow card) and suspend the game until such time as the game can proceed in an orderly manner. Failure to do so in a reasonable amount of time shall result in the opposing team gaining an additional point. See *NFHS Rulebook*.
7. The volleyball format is rally scoring. The matches will be best of three. Each game is played to 25 with the third and deciding game to 15, with a 2-point victory margin. Games are capped at 27, with no cap in a third game.
8. If a match is suspended due to rain or other unforeseen circumstance, the following guidelines will be used to determine if the match is official.
  - a. Two (2) games must be completed.
  - b. If during the third game the match is suspended, the team that has scored at least eight points will be declared the winner and the game

will count as a completed game. (2 - point victory margin is waived in this case).

- c. If neither team has scored 8 points or if the game is tied at 8 points, revert back to games 1 and 2, add all points, plus total points scored in game 3. The highest total points scored will be the winner.

## Basketball

The rules that will be used for basketball are those published by the NFHS Association. The following are exceptions and/or guidelines followed in the Diocesan Sports Program.

1. Regular season varsity contests have four (4) six-minute quarters with a four-minute halftime. An overtime period will be three (3) minutes beginning with a jump ball.
2. Regular season junior varsity contests will have four (4) eight-minute quarters with running time, except for the last two minutes of each half. An overtime period, beginning with a jump ball, will consist of one (1) four-minute period of running time with the clock stopping the last minute of the overtime period. The 2<sup>nd</sup> overtime period will be a “sudden-death” format with no clock running and the first team to score will be declared the winner.
3. Junior varsity season games are played opposite the volleyball site. Games are played outdoors, weekdays, after school beginning at 4:00 PM at the various school campuses. Varsity regular season games are usually on weekends at an indoor facility.
4. In the event that players on the bench, coaches, or spectators become unruly or interfere with the orderly progress of the game, the official shall caution the offending team and suspend the game until such time as the game can proceed in an orderly manner. Repeated offenses may result in a technical foul being assessed to the coach. See *NFHS Rulebook*.
5. **\*\*\*NOTE: Only the head coach may stand during the game and that is only in the confines of a coaching box. If a coach receives a technical foul during the game, he must remain seated for the duration of the game (Seat Belt Rule).**
6. Pressing during any junior varsity game is allowed only during the final two minutes of each half. If an offending team causes the opponent to lose control or possession while in the backcourt, play should be stopped, the ball returned to the offense, and the defensive team warned. Intentionally pressing or repeated accidental pressing will result in a technical foul for unsportsmanlike behavior. In addition, pressing will not be allowed once a team reaches a 20 point lead; the opposing team may continue to press.
7. Language to intimidate, confuse, or harass the opponent is illegal. The penalty will be unsportsmanlike conduct that results in a technical foul. The offender will sit out the remainder of the game, or be asked to leave the facility. This includes but is not limited to:
  - a. Comments directed at the player to get them to panic such as, after they pick up the dribble, as they are about to cross mid-court, or as they attempt to throw the ball in-bounds.
  - b. Disconcerting comments made while a player is on the line to attempt a free throw.

8. A technical foul may also be given for the following reasons:
  - a. Use of inappropriate language
  - b. Display of disrespectful behavior towards officials
  
9. If a game is suspended due to rain or other unforeseen circumstances, the following guidelines will be used:
  - a. If the first half or less has been completed when the game is called, the game does not count.
  - b. If any of the second half is played when the game is called, then the score the game stand as complete.

## VARSIY TOURNAMENTS

- Varsity tournaments are usually held on weekends at an indoor facility. Each tournament takes two (2) days to complete.
- Each sport shall begin with a mandatory coaches' meeting. Failure of at least one coach from each team to attend said meeting shall result in a personal fine of \$30.00 to be paid by the school. Coaches are required to complete their assigned duties at all tournaments which includes keeping score at games, supervising athletes, helping to set up/clean up, etc.
- During the regular season, games are played to determine a season champion. The team with the best record is the season winner and is the #1 seed for the tournament. Ties will be broken by head-to-head results of regular season competition. If both teams are still tied, they will be declared regular season champions. A coin toss will determine placement for first and second seed.
- The format for the tournament will be double elimination for places.
- Parking at indoor facilities is in **designated parking areas** only.

## JUNIOR VARSITY TOURNAMENTS

- Gold and Silver division tournaments are held at Salpointe Catholic High School (or another high school within our diocese) and usually takes two days to complete.
- Each sport shall begin with a mandatory coaches' meeting. Failure of at least one coach of a team to attend shall result in a personal fine of \$30.00 paid by the school.
- Coaches are required to attend the entire tournament and may be asked to officiate if necessary.
- Prior to the tournament a seed meeting will be held. Athletic Directors of each school will attend the seed meeting for the purpose of placing teams in the proper division. Teams will be properly placed into the division to insure the fairest of competition.
- There will be two pools required to accommodate up to 14 teams. (7/7 or 6/8) Each team will play three (3) games for a total of 21 total games for the tournament.
- There will be **no formal champion** for the junior varsity tournaments and no trophies or awards will be given.
- Basketball time will be divided into two (2) twelve minute halves, running time. The clock will stop the last two minutes of the game. During the last two minutes of the game, pressing will be allowed. There will be one time-out per half per team. Half time will be two (2) minutes. Warm-up time will be three (3) minutes.
- Overtime procedure: If a game is tied at the end of regulation, there will be a one (1) minute overtime with the clock stopping. There will be a one (1) minute time-out between regulation and overtime. If another overtime is needed, the second overtime will be "sudden-death" overtime. There will be no clock and the first team to score will be the winner.
- In volleyball, each team will play two (2) games to 25. There will be a cap at 27. There is no third game or tie-breaker. Warm-up time will be three (3) minutes.
- The Diocesan Youth Sports Director(s) has the authority to shorten games due to time constraints.
- Parking at indoor facilities is in **designated parking areas** only.

## Track and Field

The official rules that will be used are those published by the National Federation of State High School Associations. The following are the exceptions or additional guidelines:

1. Track consists of a variety of competition as follows:

a) Salpointe Relays

The Salpointe Relays is the first meet of the year. Both Varsity and Junior Varsity players may compete. The Salpointe Relays are used to place teams in competitive categories that will be used for the remainder of the season. Any individual performance in the field events are used as qualifying attempts for the track and field Finals. Each school is may enter 1 non-scoring team in the 4x100, 4x200, Sprint Medley, and JV Sprint Medley. Because field events are use for qualifying, 1, 2, 3 or 4 athletes can be a team. Running events must consist of 4 athletes. All scoring, including field events, is based on a four (4) person relay team. Field events will be scored at the Varsity level.

b) Cross Country

A race of approximately 1 ½ miles in a non-track setting is held twice; preliminary and final. The entire track team can participate as a conditional exercise, but a minimum of ten is needed to compete as a scoring team. Scoring teams must consist of five (5) boys and five (5) girls. All other runners are considered non-scoring. This part of our program is intended to interest more athletes in the longer distances. Medals for first, second, and third place are awarded to individuals for each gender. Ribbons are awarded to team in 1<sup>st</sup> through 6<sup>th</sup> place. A trophy will be awarded to the first place team.

c) Normal meets

Normal meets, involving half of the schools at a time, occur twice. This is the first opportunity that each athlete can compete individually. Each school is limited to two athletes in lane events, unlimited athletes in non-laned events, and four athletes in field events. Non-lane events may have an unlimited number of athletes. These meets provide an opportunity for the individual to find their strengths and devote extra work on their weaker areas. The performances in the field events are used as a qualifying attempt for the finals.

d) Field Event Invitational

Field event invitationals, involving half of the schools at a time, give the athlete one more opportunity to perform a qualifying mark in the field events. Four competitors per event per school can compete, but since this is done on a school night, the number of attempts is reduced.

e) Qualifying Meet

The Qualifying Meet is for running events only. Each individual is allowed two running events plus the relay, but the school is not limited as to how many athletes can be entered in any one event. Only the best performances at this meet qualify an athlete to participate in the individual running finals.

f) Finals

The finals are only for those who qualify: the top nine performers in lane events and the top twelve in all other events both field and running. Medals are awarded for first place, ribbons are awarded for second through sixth places, and trophies are awarded to teams as follows: 1<sup>st</sup> through 3<sup>rd</sup> for both boys and girls and a combo trophy for 1<sup>st</sup> place.

2. All track officials are volunteers from each school. It takes approximately thirty (30) people to run a track meet. Each school is required to supply at least one person to be trained to be in charge of some activity at ALL track meets. If a volunteer can not be found, A COACH OR AD will be required to take charge of an activity. It works out best when that person who is in charge works all meets and other people from that school assist in the assigned job.
3. All players on a team will wear like-colored uniforms (which include no trim of a different color) consisting of shirts and shorts. Each player shall be identified by a number on the uniform. The number shall be at least four inches high on the front of the shirt and at least six inches high on the back of the shirt. Appropriate playing shoes shall be worn. No track shoes with or without spikes will be allowed. Participants will not be allowed to run in bare feet or socks only. If a player wears an undershirt, it shall be white only. Players shall not wear undergarments or tights which extend below the uniform shorts. Exception: compression shorts which are unadorned, of a single color and similar to the predominant color of the shorts and do not extend below the knees may be worn. Athletes **MUST** wear matching socks of a solid white color only, which shall be of equal length, no higher than the knee and no lower than the ankle. Players shall not wear uniforms which include advertising or a partial/whole manufacturer's logo or trade mark which exceeds 1 ½ inches high by 1 ½ inches wide, or appears more than once on each piece of the uniform. All competitors are to wear their team uniform. Failure to comply means disqualification.
4. All athletes are to be in legal uniform in order to compete. In case of cold weather, coaches are to use their best judgment and if necessary, allow the athlete to also wear sweats as a means to stay warm and healthy. The sweats may or may not be of a color matching the uniform. The intent is to not cause additional expense to the families, but rather protection to the athletes. This does not excuse the athlete from being in legal uniform. The jersey is to be worn on the outside of the sweatshirt to allow all parities to identify all players at all times. Sweatpants can be worn either inside or outside the shorts. All other items worn, such as those mentioned above, must comply within the uniform regulations.



5. Starting blocks may be used.
6. The start time of the events will not be delayed for latecomers, which includes participants competing in other events. Make sure athletes report in to the proper official and are sure of starting information.
7. Junior Varsity team consists of 4<sup>th</sup> (in some schools) through 6<sup>th</sup> graders, provided a player meets age eligibility. 7<sup>th</sup> and 8<sup>th</sup> graders must compete as Varsity participants.
8. In normal meets and the final meet, each individual will be allowed three (3) events plus the relay; two (2) running events and one (1) field event or two (2) field events and one (1) running event.
9. Scoring will be 10-8-6-4-2-1.
10. The hurdles, 100, 200, Varsity 400 yard dashes will be run in lanes. The Junior Varsity 400, 800, and 1600 meter will be a bunch start.
11. Hurdles – six (6) 30 " hurdles.
  - 13 m (42'5") to the first hurdle.
  - 9 m (29'6") between hurdles.
  - 17 m (55'7") to the finish line.
  - 75 m (245'6") total
12. The order of running events for the varsity will be:
  - 1-1600 m
  - 2-75m hurdles
  - 3-400 m
  - 4-100 m
  - 5-800 m
  - 6-200 m
  - 7-400 m relay

Field events for varsity will be:

- 1-long jump
- 2-shot put – 6 lbs for girls, 8 lbs for boys.
- 3-discus – 1 K for all athletes
- 4- high jump varsity boys start at 3'10"  
varsity girls start at 3'6"  
2 attempts on 1<sup>st</sup> three heights; three thereafter

13. The order of running events for the Junior Varsity will be:
  - 1-400 m
  - 2-100 m
  - 3-200 m
  - 4-400 m relay

Field events for Junior Varsity will be:

1-long jump

2-shot put (6 lbs)

3-high jump Junior varsity boys start at 3'6"

Junior varsity girls start at 3'2"

2 attempts on the 1<sup>st</sup> three heights, three thereafter

## **Code of Conduct and Behavioral Expectations Sign-off**

### **Diocesan Code of Conduct**

As a participant and supporter of the Diocesan Sports League, I will conduct myself in a manner consistent with the values and teachings of the Catholic Christian faith and will follow the rules and procedures outlined in the Diocesan Youth Sports Handbook in partnership with the Play Like a Champion Today program.

#### **Expectations of Behavior**

The general behavior of an athlete in school and elsewhere is a credit to her/his team, school, coaches, family, and her/himself. It is the expectation of the Diocese of Tucson that you will conduct yourself in a manner consistent with the values and teachings of the Catholic Christian faith. When determining your conduct, keep the following in mind.

#### **Behavior Expectations of Athletes:**

- Treat ALL with respect.
- Maintain sportsmanlike conduct.
- Refrain from using profanity, disrespectful/harassing gestures at any time.
- Encourage fellow teammates and all athletes during competition.
- Follow the guidelines for Uniform Dress Code.
- Follow all school rules and procedures.

#### **Behavior Expectations of Parents & Spectators:**

- Model respectful treatment of all, especially officials, athletes, and other teams' coaches, players, and families.
- Model sportsmanlike conduct at all times at sporting events.
- Refrain from using profanity, disrespectful/harassing gestures at any time.
- Encourage your child athlete(s) and all athletes during competition.
- Follow the parent guidelines for Play Like a Champion Today.
- Follow all school rules and procedures.

\*\*\*\*\*

I have read the Diocesan Youth Sports Handbook and understand that the Diocese of Tucson has certain expectations of behavior that I will uphold. Further, I understand that I am responsible for my conduct and will manage myself in a manner consistent with the values and teachings of the Catholic Christian faith, or be subject to all penalties prescribed by the Handbook and the school that I represent.

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

\_\_\_\_\_  
Student Signature

Date \_\_\_\_\_



\_\_\_\_\_ **School**

**Parental Permission Slip**  
(Travel for School Athletic Events)

Student: \_\_\_\_\_

Date: \_\_\_\_\_

My child, \_\_\_\_\_, has my permission to participate in \_\_\_\_\_  
School's

\_\_\_\_\_ sports program for the 20\_\_ - 20\_\_ school year. I understand and consent that my child may be transported to and from games and meets that are off School grounds by volunteer drivers who may not be employees of the School, but who meet \_\_\_\_\_ School's field trip driver qualifications.

I understand and acknowledge that my child's participation in the above athletic events and activities is conditioned upon my child maintaining proper and respectful behavior. I further understand and acknowledge that the same code of conduct required of my child while in school applies while my child is engaged in School athletic activities and while being transported to and from such athletic activities.

I understand and acknowledge that athletic schedules may change and that it is my responsibility to actively stay informed on the dates and times of proposed School Athletic Events.

I understand that if this Parental Permission Slip is not signed and submitted to the \_\_\_\_\_ School office before \_\_\_\_\_, my child may be transported to and from School Athletic Events only by a parent or legal guardian.

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_

\_\_\_\_\_  
Parent or Legal Guardian Signature

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

\_\_\_\_\_  
Date