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## **Purpose Statement**

This document establishes minimum operating guidelines in the areas of team formation, coach selection, and playing time for directors of the athletic programs sponsored by the Saint Joseph Booster Organization. Any changes to the guidelines must be submitted to the Executive Committee and general membership for approval. This document is a supplement to the St. Joseph Booster Organization Handbook for Athletics, and is not to supersede the handbook in any way.

## Soccer Guidelines

### \*Team Selection

Micro	U8	U10	U12	U14
Instructional - Balanced by	Competitive - Balance	Competitive - Balance	Competitive - Balance	Competitive - Balance

### Coach Selection

Criteria for the selection of coaches must include:

- o The ability to model Catholic values
- o The ability to articulate and model the school's mission and philosophy and goals of the program
- o The ability to responsibly supervise and instruct the youth in his/her care
- o An understanding of the basics of the sport to be coached
- o The ability to develop the potential, confidence, and skills of each athlete
- o The ability to separate winning from the important goals and values of the program
- o Virtus Compliant

### \*Minimum Playing Time

Micro	U8	U10	U12	U14
Half Game	Half Game	Half Game	Half Game	Half Game

### \*Playing in Upper Age Groups

Micro	U8	U10	U12	U14
Not Permitted	Room	Room	Room	Room

\*Team Selection, Playing Time, and Allowing Players to Play in Upper Age Groups are all governed by League Rules. The cut-off for age groups is August

### Alternate League

The default league that St. Joseph plays in is Campbell County North and the League rules described above are governed by CCN accordingly

A petition can be made if a team feels like they would like to participate in a more competitive league as long as the following St. Joseph rules are abided by:

- 1.** Eligible age groups for alternative leagues are U9-U14.
- 2.** All participants must be students at St. Joseph
- 3.** Playing Time requirements are as follows:
  - U9-U10 – 50% of the game
  - U11 – 35% of the game
  - U12-U14 – 25% of the game
- 4.** Roster Sizes must be as follows: In the event a roster exceeds these limits, special approval must be given by the director or an additional team needs to be added.
  - 6 vs. 6      9-11
  - 8 vs. 8      11-15
  - 11 vs. 11    14-18
- 5.** Alternate League teams can ask players in the age group one level lower to play on their team (only after their own grade level has been asked), but the entire lower level grade must be invited.
- 6.** If we have enough players for two teams, the teams will be split by the director randomly assuming the director is not a coach. In that case, the executive committee will determine the split.
- 7.** If we have an odd number of players sign up (enough for 1.5 teams), the director will decide on how to proceed given the circumstances.
- 8.** All St. Joseph Students are eligible to participate in the alternate league.
- 9.** During the fall sign-up period, all alternate league options will be announced and explained so that parents are clear on what age groups may possibly field a team.
- 10.** All St. Joseph uniform purchases (whether privately funded or Booster funded) must be approved by the director.
- 11.** All teams will be referred to and represented as 'ST. JOSEPH BLUEJAYS' in all leagues and tournaments
- 12.** All Head Coaches, Assistant Coaches, and Trainers must be Virtus trained and approved. If a Non-Virtus certified guest coach or instructor is at a practice/game, at least two Virtus certified coaches must be present during that time.
- 13.** St. Joseph Boosters will pay for one tournament per season up to \$275/team.
- 14.** League rules, if applicable, will override anything listed above.
- 15.** Anything not covered above will default to league rules.

# Basketball Guidelines

## Team Selection

3rd and 4th Grades	5th and 6th Grades	7th and 8th Grades
Competitive Balance	Competitive Balance	Tryouts – A & B Teams

If teams (3<sup>rd</sup> through 6<sup>th</sup> Grade) are competitively out of balance, then the Director will attempt to address the situation most likely after the season in consultation with the coaches.

## Coach Selection

Criteria for the selection of coaches must include:

- o The ability to model Catholic values
- o The ability to articulate and model the school's mission and philosophy and goals of the program
- o The ability to responsibly supervise and instruct the youth in his/her care
- o An understanding of the basics of the sport to be coached
- o The ability to develop the potential, confidence and skills of each athlete
- o The ability to separate winning from the important goals and values of the program
- o Virtus Compliant

## Minimum Playing Time

3rd and 4th Grades	5th Grade	6th Grade	7 <sup>th</sup> and 8 <sup>th</sup> Grades
Two quarters a game	Approximately 9 minutes a game	Approximately one quarter a game	Coach 's Discretion

## Playing in Upper Age Groups

Opportunities to play in upper age groups are based on need and used when it is necessary to balance the number of players on teams in different age groups.

The number of practices and games, in addition to the time of the practices and games, are determined in consideration of the student athlete's age, physical development, academic responsibilities, and the opportunity for family life. The following are recommended maximums for teams.

Games:

- o Grades 3 & 4 : One league and five/six tournaments
- o Grade 5 & 6: One league and six/seven tournaments
- o Grades 7 & 8 : One league and eight/nine tournaments
- o League playoffs that follow the regular season are counted as one tournament. Teams may not participate in more than one league per season. If so, it must be approved by the director and a maximum number of games must be established prior to the beginning of the season.
- o Recommend no more than three games (sometime four if out of the coach's control) should be scheduled per week
- o Grade 7 and 8 practices/games should start no later than 8:30 PM on days when there is school the following day and no later than 9:00 PM on other days. For grades 3, 4, 5, & 6, these times are 7:30PM and 8:00PM.
- o Practice games played before the start of the season should be limited to two games. Scrimmage games prior to or during the season should be limited to three games. These games are included in the maximum totals if in two leagues.
- o Tournament participation takes into consideration the distance traveled and whether or not tournaments are held within the regular season. Every effort should be made to keep the expectation of participation "family-friendly."

Practices:

- o Grade 3-6: 1-2 Practices per week (not to exceed three hours per week)
- o Grade 7 & 8: 3-4 Practices per week (not to exceed six hours per week)
- o Monday, Wednesday, Friday schedule is recommended for a 3 day per week practice schedule
- o Monday, Tuesday, Thursday, Friday schedule is recommended for a 4 day per week practice schedule
- o Practice sessions should include warm-up and cool-down time.

# Volleyball Guidelines

## Team Selection

3 <sup>rd</sup> – 5 <sup>th</sup> Grades	6 <sup>th</sup> - 7 <sup>th</sup> – 8 <sup>th</sup> Grades
Competitive Balance	Tryouts - A & B Teams

If teams (3<sup>rd</sup> through 4<sup>th</sup> Grade) are competitively out of balance, then the director will attempt to address the situation most likely after the season in consultation with the coaches.

## Coach Selection

Criteria for the selection of coaches must include:

- o The ability to model Catholic values
- o The ability to articulate and model the school's mission and philosophy and goals of the program
- o The ability to responsibly supervise and instruct the youth in his/her care
- o An understanding of the basics of the sport to be coached
- o The ability to develop the potential, confidence and skills of each athlete
- o The ability to separate winning from the important goals and values of the program
- o Virtus Compliant

## Minimum Playing Time

3rd and 4th Grades	5th Grade	6 <sup>th</sup> grade	7 <sup>th</sup> and 8 <sup>th</sup> grade
Equal playing time	Approx. 35-40% of the game	Approx. 25 % of the game	Coach's discretion

## Playing in upper age brackets

Opportunities to play in upper age groups are based on need and used when it is necessary to balance the number of players on teams in different age group.

\*Game A game is to 15 or 21 or 25 points (different for each age group). No time

The number of practices and games, in addition to the time of the practices and games, are determined in consideration of the student athlete's age, physical development, academic responsibilities, and the opportunity for family life. The following are recommended maximums for teams.

### Games:

- o Grades 3 & 4 : One league and four/five tournaments
- o Grade 5 & 6: One league and six/seven tournaments
- o Grades 7 & 8 : One league and eight/nine tournaments
- o League playoffs that follow the regular season are counted as one tournament. Teams may not participate in more than one league per season. If so, a maximum number of matches must be established prior to the beginning of the season.
- o Recommend no more than three matches (sometime four if out of the coach's control) should be scheduled per week
- o Grade 7 and 8 games start no later than 8:30 PM on days when there is school the following day and no later than 9:00 PM on other days. For grades 3, 4, 5, & 6, these times are 7:30PM and 8:00PM respectively.
- o Practice games played before the start of the season should be limited to two games. Scrimmage games prior to or during the season should be limited to three games. These games are included in the maximum totals if in two leagues.
- o Tournament participation takes into consideration the distance traveled and whether or not tournaments are held within the regular season. Every effort should be made to keep the expectation of participation "family-friendly."

### Practices:

- o Grade 3-6: 1-2 Practices per week (not to exceed three hours per week)
- o Grade 7 & 8: 3-4 Practices per week (not to exceed six hours per week)
- o Monday, Wednesday, Friday schedule is recommended for a 3 day per week practice schedule
- o Monday, Tuesday, Thursday, Friday schedule is recommended for a 4 day per week practice schedule

Practice sessions should include warm-up and cool-down time.

## Cheerleading Guidelines

### Team Selection

3rd – 6th Grade	7 <sup>th</sup> – 8 <sup>th</sup> Grade
Instructional- Balanced by Grade Level	Competitive - Balanced by Grade Level

### Coach Selection

Criteria for the selection of coaches must include:

- o The ability to model Catholic values
- o The ability to articulate and model the school's mission and philosophy and goals of the program
- o The ability to responsibly supervise and instruct the youth in his/her care
- o An understanding of the basics of the sport to be coached
- o The ability to develop the potential, confidence and skills of each athlete
- o The ability to separate winning from the important goals and values of the program
- o Virtus Compliant

### Minimum Playing Time

Not Applicable

### Playing in Upper Age Groups

Opportunities to participate in upper age groups are based on need and used when it is necessary to balance the number of players on teams in different age groups.

Practices: Pre-Season

Limited to one session per day; not to exceed 8 hours per week.

In Season

1. Limited to one session per day, not to exceed 6 hours per week.
2. Limited to 3 (or 4 if out of coach's control) games per week.

As with all sports, conditioning and physical preparation is important. A portion of each practice is dedicated towards exercises that increase flexibility and strengthen the abdominals, lower back, quadriceps, and upper body (arms and shoulders). The intensity of practices should increase gradually, as should the difficulty of stunts, tumbling and other sport specific skills.

The American Association of Cheerleading Coaches and Administrators (AACCA) recommends the following restrictions for elementary, middle school and junior high school teams:

- Basket tosses, elevator tosses and similar multi-based tosses are prohibited.
- The total number of twists in a dismount from stunts cannot be greater than one rotation. Exception to this rule: Side facing stunts (i.e. Arabesque, scorpion, etc.) may add a one-quarter twist in order to cradle the front.

## Cross Country Guidelines

### Team Selection

K through 8<sup>th</sup> grade

All runners, boys and girls, in grades K through 8 may participate in Cross Country. All runners who sign up are placed on the team; there are no try-outs for any runner.

There is no maximum or minimum team member limitation for a Cross Country meet. All students who sign up will be placed on a boys or girls team to participate in each meet.

### Coach Selection

Criteria for the selection of coaches must include:

- The ability to model Catholic values
- The ability to articulate and model the school's mission and philosophy and goals of the program
- The ability to responsibly supervise and instruct the youth in his/her care
- An understanding of the basics of the sport to be coached
- The ability to develop the potential, confidence and skills of each athlete
- The ability to separate winning from the important goals and values of the program
- Virtus Compliant

### Minimum Playing Time

All runners participate in every meet. Race distances are determined by the event coordinator, which may vary depending on grade.

Certain meets place limitations on the number of runners that can score as a team for a particular age group. In these cases some runners may run in an "open" race for that age group which allows unlimited runners.

### Playing in Upper Age Brackets

During the course of the season there may be situations in which it is determined that certain runners should compete in an upper age bracket. Examples where this may occur include instances where there are not enough runners to constitute a team score or where a runner is not challenged by runners in his/her age group. The decision to run some runners up will be made by the coach in conjunction with the runner's parent's approval. All runners in each grade still compete, whether they run in their own age group or run up.

## **Golf Team Guidelines**

### **Team Selection**

The team will be a combination of 6<sup>th</sup> – 8<sup>th</sup> grade boys and girls. All students will have the opportunity to play on the team. In accordance with the Northern KY Junior Golf League, golfers will have the opportunity to compete on “A” and “B” courses based upon the golfer’s individual playing ability, such as being well-matched for the different skill-level courses. End-of-the-season tournaments are held on “A” and “B” courses, and players will be selected based upon season performance and coaches’ considerations. The final decision lies with the coaches.

### **Coach Selection**

Criteria for the selection of coaches must include:

- o The ability to model Catholic values
- o The ability to articulate and model the school's mission and philosophy and goals of the program
- o The ability to responsibly supervise and instruct the youth in his/her care
- o An understanding of the basics of the sport to be coached
- o The ability to develop the potential, confidence and skills of each athlete
- o The ability to separate winning from the important goals and values of the program
- o Virtus Compliant

### **Minimum Playing Time**

The golf team season consists of approximately six weeks with at least two matches per week and at least one practice every other week. Therefore, based on the number of golfers on the team, each golfer should have the opportunity to participate in one golf event per week at a minimum. Golfers are always encouraged to practice on their own as well. Golfer playing time is ultimately at the discretion of the coaches.

## **Track & Field Guidelines**

### **Team Selection**

7 <sup>th</sup> and 8 <sup>th</sup> Grades
A boys and girls team exists made up of 7 <sup>th</sup> and 8 <sup>th</sup> graders. All runners, boys & girls who sign up are placed on the team. There are no try-outs for any runner.

There is no maximum or minimum team member limitation for a track & field meet or invitational. All students who sign up will be placed on a boys or girls team to participate in each meet or invitational provided they attend at least one practice per week.

### **Coach Selection**

Criteria for the selection of coaches must include:

- o The ability to model Catholic values
- o The ability to articulate and model the school's mission and philosophy and goals of the program
- o The ability to responsibly supervise and instruct the youth in his/her care
- o An understanding of the basics of the sport to be coached
- o The ability to develop the potential, confidence and skills of each athlete
- o The ability to separate winning from the important goals and values of the program
- o Virtus Compliant

### **Minimum Playing Time**

7 <sup>th</sup> and 8 <sup>th</sup> Grades
All runners participate in every meet, provided they attend at least one practice per week on a frequent basis; the number of events in each meet is based upon their individual requests and ability to compete in the safe manner.
No more than two meets per week

## Grievance Process

Grievances associated with the implementation of these guidelines may only be brought before the general membership of the Boosters by the following process:

1. The grievance should be discussed in private with the head coach. It should never be spoken of in public, and certainly not "on the field" or "on the comt". If the head coach is unable or unwilling to resolve the issue, then an appeal may be made to the Director of that sp01t. The Director may request that the issue be written and signed.
2. Decisions of the Director are considered final, but may be appealed to the Executive Committee through the President of the Boosters. To appeal a decision, a signed written description of the issue(s) must be sent to the President.
3. If the President accepts an appeal, a meeting will be arranged with the Executive Committee, the Director (and coach if necessary), and the person filing the grievance. **In order to be considered during this meeting, any information presented from an individual not present, must be signed by that individual, dated, witnessed and have been provided to the President at least 48 hrs. before the meeting is to be held.** The Executive Committee will attempt to resolve and will consider whether any issues are to be brought in front of the general membership. The Executive Committee has the final authority to bring issues associated with the implementation of these guidelines before the general membership.

