



# St. Bridget Parish School

## Athletics Handbook

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### **St. Bridget Parish School commits to the following:**

- Offer students an enjoyable learning experience in a safe, welcoming environment.
- Provide the greatest possible opportunity for athletes to participate in both practice and competitions.
- Promote personal improvement in skills, physical condition, and knowledge of the sport.
- Promote a program of excellence that leads to success on and off the field or court.

### **Objectives of St. Bridget Parish School Athletic Program**

1. The athlete will value teamwork, self-discipline, development of a strong work ethic and acknowledge that contribution to the team is more important than individual achievement.
2. The athlete will be a good sport while developing self-control, respect, honesty and a spirit of cooperation.
3. The athlete will learn an appreciation of playing by given rules.
4. The athlete will appreciate and respect the skills and abilities of his/her opponent.
5. The athlete will be a good winner as well as a gracious loser.
6. The athlete will understand the importance of physical fitness that leads to a sound body, healthy mind, and life-long health habits.

### **Program Overview**

1. Athletics at St. Bridget Parish School is offered for all students in the school and parish in grades 3-8. Exceptions to allow non-parishioners will only be made if there are not enough players on the team.
2. The goals of the athletic programs are to bring out athletic talent of the students, build character, promote teamwork through participation in sports activities, and develop a positive Christian attitude.
3. It is understood that the success of the athletic program requires the cooperation of the pastor, principal, athletic director, coaches, parents and players.
4. The athletic director has the responsibility to enforce the Diocesan policies, rules and regulations set forth herein with the school direction.
5. The selection, training and disciplining of coaches shall be the responsibility of the principal and the athletic director.
6. The athletic director and principal will have the discretion to determine the size and composition of each team.

## Coaches' Responsibilities

1. All coaches at St. Bridget Parish School must know and abide by the Diocesan policies, school policies and the athletic policies set forth in this handbook. They must treat all players, parents and officials with respect. They must strive to ensure that all players have an opportunity to learn the game, self-discipline and responsibility, and the rewards generated from athletic competition.
2. The coaches should ensure that the good name St. Bridget Parish School is held in high esteem by the actions of themselves, the players, the parents and the fans. Coaches should remember always that the safety of the players and maintenance of the school's excellent reputation are more important than the outcome of a game.
3. Coaches are required to pass a background check and complete diocesan Safe Environment Training and any organizational meetings held by the school and diocesan athletic directors.

### *We expect our coaches to:*

- Be knowledgeable of their activity and be able to demonstrate and reinforce its skills.
- Lead by example in demonstrating fair play in the spirit of Christian sportsmanship.
- Work with the students on their teams in promoting sportsmanship and cooperation.
- Exhibit the highest possible level of fairness in dealing with all students and parents.
- Communicate effectively with students and parents.
- Support school policy with respect to attendance, academics, and operation.
- Exercise self-control at all times.
- Respect the integrity and judgment of the officials.
- Be modest in victory and gracious in defeat.
- Maintain conduct of the highest standards at all times.
- Ensure that the courts, locker rooms and school are kept clean during practices and games and help pick up any litter, including water bottles, at the conclusion of practices and games.

## Player Responsibility

1. Follow the guidelines established by the coach for practice and competition.
2. Adhere to the rules and policies of the school concerning grades and conduct.

**NOTE:** A player must be in attendance at the end of the school day in order to play that night. If the student is not present at school on Friday, the parent will make the decision as to the player's presence at weekend contests.

### *We expect our student participants to:*

- Respect the position, decisions, and the requests of the coach.
- Exemplify courtesy, manners and sportsmanship.
- Adhere to and willingly follow the rules imposed by the coach.
- Give the very best possible effort in practice and at games.
- Cooperate fully with the coach and teammates in striving to achieve the team's goals.
- Maintain acceptable behavior during both school and non-school hours.
- Adhere to the eligibility rules for athletes.
- Maintain academic grades and provide scholastic effort.
- Be modest in victory and gracious in defeat.
- Maintain conduct of the highest standards at all times.
- Ensure that the courts, locker rooms and school are kept clean during practices and games and help pick up any litter, including water bottles, at the conclusion of practices and games.

## Parents' Responsibilities

1. Parents are expected to work at home games when scheduled and share the driving to away games when they are available. Volunteers are always needed for scorekeeping at home games.
2. Parents are responsible for the proper care of their child's uniform. If the uniform is lost or returned damaged, the parent must assume the replacement cost. No new uniform will be issued until payment is received.
3. Parents are responsible for reading the athletic committee handbook, signing the form in the handbook acknowledging the parent has read the handbook and returning the signed form to the athletic director. Any parent who does not sign and return the form will **waive their right** to complain to the coach, athletic director, or the principal.
4. Parents are required to supervise other children at events.

## We expect our parents to:

- Help their child fulfill the expectations stated above.
- Support the position and authority of the coach as the person in charge of the activity.
- Realize that participants may be disciplined or removed from the team for missing practices, unacceptable behavior, and failure to follow team or school rules—including, but not limited to—academic probation.
- Arrange a private meeting with the coach apart from the time of practice and before/after contests to discuss matters which may be confrontational.
- Expect and encourage their daughter/son to always exemplify the best effort and performance possible.
- Respect the coach's decisions regarding their sons/daughters playing time and strategies.
- Conduct him/herself in a courteous manner when dealing with a coach, opposing players, officials, or fans.
- Realize that parents and others are not permitted in the locker rooms before, during, or following a contest or practice except by invitation by the coach.
- Respect the integrity and judgment of the officials.
- Appreciate the efforts of the team and coach.
- Maintain conduct of the highest standards at all times.

## We expect our spectators to:

- Be positive role models.
- Show respect for the opposing players, coaches, and spectators.
- Be respectful of all official's decisions.
- Praise student-athletes in their attempt to improve themselves as students, as athletes and as people.
- Gain an understanding and appreciation for the rules of the sport.
- Adhere to our alcohol, tobacco, and other drug free policies.
- Maintain conduct of the highest standard at all times.

## **Playing Time**

All coaches of St. Bridget Parish School athletic program will see to it that each player is given an adequate opportunity to participate. It will also be the intent of the coaches to play as many players as possible in games, but there is no guarantee that all players will play in all games. Playing time in games will result from attendance at practice, being ready to participate, attitude, and cooperation with coaches and other players. If a player misses practice or games for an unexcused reason (detention, forgetting, not having proper equipment, practicing or playing games for a non-school team, etc.) the playing time **will** be shortened. If a player misses practice because of illness, the playing time may be shortened, depending on when the player missed and their physical health when they return.

Coaches will attempt to foster confidence by putting players in situations where they can contribute to the success of the team. In order to preserve self-esteem, the coaches should not put players into situations they cannot handle, such situations being determined by the coach, based on the players' performance at practice and games.

## **Grievance Procedure for Parents of Players\***

Although St. Bridget's believes that the individuals selected to be part of our athletic program are qualified and competent role models, we do recognize that concerns do arise between parents and coaches. If you have a concern to discuss with a coach, please follow this sequential procedure:

1. Encourage your athlete to solve his or her own problems first.
2. Call or email the coach to set up a meeting. Do not confront the coach in front of others or before or after an event.
3. If the meeting with the coach does not provide a satisfactory resolution, call and set up an appointment with the Athletic Director to discuss the situation.
4. If the parent cannot resolve the problem by step #3, the parent shall make the complaint in writing to be submitted to the principal. The written complaint will then be reviewed and the principal will decide how the issue should be resolved. The principal has the discretion to hold a meeting with the parent and coach in its effort to resolve the matter.

\* Issues of game strategy, lineups, and playing time will not be addressed by a parent to a coach nor will they be addressed through the grievance procedure.

## **Academic/Behavior Policy**

Students are required to maintain what is determined to be an acceptable grade in all subjects and elective courses in order to participate in the St. Bridget Parish School program. If the student falls below acceptable levels and/or daily effort is found to decrease, the following procedures will be implemented:

1. Prior to a player's loss of playing time in any game or practice due to academic performance, parents and coaches will receive an email notification of failing grades from the teacher or principal stating the reason for the suspension and the date that suspension from the program will begin.
2. The student will be allowed to resume play once the teacher determines that the student has shown significant and consistent improvement in effort, participation, and daily assignments.
3. The coach and parent will receive notification from the teacher or principal when play may resume.
4. Students are excluded from sports practices and games until detentions have been served.

If it is determined that the student continues to practice/participate without authorized reinstatement, the student will be immediately suspended for two weeks from the date of the determination.

# Concussion and Head Injury Information

[Wis. Stat. § 118.293 Concussion and Head Injury](#)

**What Is a Concussion?** A concussion is a type of head (brain) injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body that causes the head and brain to move rapidly back and forth. Even what seems to be a mild bump to the head can be serious. Concussions can have a more serious effect on a young, developing brain and need to be addressed correctly. Consequences of severe brain injury (including concussion) include problems with thinking, memory, learning, coordination, balance, speech, hearing, vision, and emotional changes.

**What are the signs and symptoms of a concussion?** You cannot see a concussion. Signs and symptoms of concussion can show up right after an injury or may not appear or be noticed until hours or days after the injury. It is important to watch for changes in how you as an athlete or your child or teen is acting or feeling, if symptoms are getting worse, or if you/they just “don’t feel right.” Most concussions occur without loss of consciousness.

If the child or teen reports one or more of the symptoms of concussion listed below, or if you notice the signs or symptoms yourself, seek medical attention right away. Children and teens are among those at greatest risk for concussion.

**These are some SIGNS of concussion (what others can see in an injured athlete):**

- Dazed or stunned appearance
- Unsure of score, game, opponent
- Clumsy
- Answers more slowly than usual
- Shows behavior or personality changes
- Loss of consciousness (even briefly)
- Repeats questions
- Forgets class schedule or assignments

**These are some of the more common SYMPTOMS of concussion (what an injured athlete feels):**

- Headache
- Nausea or vomiting
- Dizzy or unsteady
- Sensitive to light or noise or blurry vision
- Difficulty thinking clearly, concentrating, or remembering
- Irritable, sad, or feeling more emotional than usual
- Sleeps *more* or *less* than usual

**Children and teens with a suspected concussion should NEVER return to sports or recreation activities on the same day the injury occurred.**

They should delay returning to their activities until a healthcare provider experienced in evaluating for concussion says it is OK to return to play. This means, until permitted, not returning to:

- Physical Education (PE) class
- Sports practices or games
- Physical activity at recess

**If you or your child or teen has signs or symptoms of a concussion**

Seek medical attention right away. A healthcare provider experienced in evaluating for concussion can determine how serious the concussion is and when it is safe to return to normal activities, including physical activity and school (concentration and learning activities).

After a concussion, the brain needs time to heal. Activities may need to be limited while recovering. This includes exercise and activities that involve a lot of concentration.

Information adapted from the [Centers for Disease Control and Prevention’s \(CDC\) Heads Up Safe Brain. Stronger Future.](#)

For more information view the [CDC’s Heads Up to Youth Sports webpages for athletes, parents, and coaches.](#)

## Sudden Cardiac Arrest Information

[Wis. Stat. § 118.2935 Sudden cardiac arrest; youth athletic activities](#)

Sudden cardiac arrest (SCA), while rare, is the leading cause of death in young athletes while training or participating in sport competition. Even athletes who appear healthy and have a normal preparticipation screening may have underlying heart abnormalities that can be life-threatening. A family history of SCA at younger than age 50 or cardiomyopathy (heart muscle problem) places an athlete at greater risk. **Athletes should inform the healthcare provider performing their physical examination about their family's heart history.**

**What is Sudden Cardiac Arrest?** Cardiac arrest is a condition in which the heart suddenly and unexpectedly stops beating. If this happens, blood stops flowing to the brain, lungs, and other vital organs.

**Cardiac arrest usually causes death if it is not treated with cardiopulmonary resuscitation (CPR) and an automated external defibrillator (AED) within minutes.**

Cardiac arrest is not the same as a heart attack. A heart attack occurs if blood flow to part of the heart muscle is blocked. During a heart attack, the heart usually does not suddenly stop beating. In cardiac arrest the heart stops beating.

**What warning signs during exercise should athletes/coaches/parents watch out for?**

- Fainting/blackouts (especially during exercise)
- Dizziness
- Unusual fatigue/weakness
- Chest pain/tightness with exertion
- Shortness of breath
- Nausea/vomiting
- Palpitations (heart is beating unusually fast or skipping beats)

***Stop activity/exercise immediately if you have any of the warning signs of Sudden Cardiac Arrest.***

**Speak up and tell** a coach and parent/guardian if you notice problems when exercising.

If an athlete has any warning signs of SCA while exercising, they should **seek medical attention and evaluation from a healthcare provider before returning to a game or practice.**

The risk associated with continuing to participate in a youth activity after experiencing warning signs is that the athlete may experience SCA, which usually causes death if not treated with CPR and an AED within minutes.

**What are ways to screen for Sudden Cardiac Arrest (SCA)?**

[WIAA Pre-Participation Physical Evaluation](#) – the Medical History form includes important heart related questions and is required every other year. Additional screening using an electrocardiogram and/or an echocardiogram may be done if there are concerns in the history or physical examination but is not required (by WIAA). Parents/guardians/athletes should discuss the need for specific cardiac testing with the medical provider performing the review of family history and physical evaluation or after experiencing warning signs of sudden cardiac arrest while exercising. The cost of the pre-participation physical and any follow up examinations or recommended testing including an electrocardiogram is the responsibility of the athlete and their parents/guardians. **Not all cases or causes of SCA in young athletes are detected in the history, examination, or with testing.**

**What is an electrocardiogram, its risks, and benefits?** An electrocardiogram (ECG) is one of the simplest and fastest tests used to evaluate the heart. Electrodes (small, plastic patches that stick to the skin) are placed at specific spots on the chest, arms, and legs. The electrodes are connected to an ECG machine by wires. The electrical activity of the heart is then measured, interpreted, and printed out. No electricity is sent into the body. Risks associated with having an ECG are minimal and rare. The benefits include that it

is an easy procedure to do, can be performed in many health care offices and it may detect heart conditions in children with no symptoms. **ECGs are good at detecting certain heart conditions that may increase risk for SCA but may not detect all such conditions.** If not performed correctly the information is not valid and may lead to more (unnecessary) testing and further examinations. ECGs should be interpreted by experts in reading ECGs in children (i.e., pediatric cardiologists). For more information, [view the Johns Hopkins Medicine - Electrocardiogram website.](#)

**How may a student athlete and parent/guardian request the administration of an electrocardiogram and a comprehensive physical examination?** Athletes participating in WIAA sports are required to have a physical examination and review of family history every other year. Other youth sports have similar requirements. Although the cost of these medical examinations is the responsibility of the athlete's family many school districts can assist students to find low cost or no cost ways to obtain these examinations. Athletes should contact their school athletic director if they need assistance in getting an examination. If an athlete has risk factors, family history of heart disease, or has had warning signs associated with sudden cardiac arrest while exercising, they should tell the medical provider performing the history and physical examination and discuss the possible need for an electrocardiogram.

## ATHLETE AGREEMENT

As a parent/guardian and as an athlete it is important to recognize the signs, symptoms, and behaviors of concussions and sudden cardiac arrest. By signing this form, you are stating that you have read the Department of Public Instruction's (DPI) and the Wisconsin Interscholastic Athletic Association (WIAA) Concussion and Head Injury information sheet and Sudden Cardiac Arrest Information sheet. Athlete Agreement:

I, \_\_\_\_\_ have read the Concussion and Head Injury Information sheet.

I have had the opportunity to read more information on concussions on the Centers for Disease Control and Prevention's (CDC) websites.

I understand what a concussion is and how it may be caused. I also understand the common signs, symptoms, and behaviors.

I understand the importance of reporting a suspected concussion to my coaches and my parents/guardian.

I understand that I must be removed from practice/play if a concussion is suspected.

I understand that I must be evaluated by an appropriate health care provider and provide to my coach written clearance to participate in the activity from the health care provider before I may return to practice/play.

I understand that after a head injury my brain needs time to heal and that it may not heal properly if I return to practice/play too soon.

I have read the Sudden Cardiac Arrest Information sheet.

I understand that I should stop activity/exercise immediately if I have any warning signs of sudden cardiac arrest and report the symptoms to my coaches and my parents/guardians.

\_\_\_\_\_ Athlete Signature

Date \_\_\_\_\_



## PARENT AGREEMENT

As a parent/guardian and as an athlete it is important to recognize the signs, symptoms, and behaviors of concussions and sudden cardiac arrest. By signing this form, you are stating that you have read the Department of Public Instruction's (DPI) and the Wisconsin Interscholastic Athletic Association (WIAA) Concussion and Head Injury information sheet and Sudden Cardiac Arrest Information sheet.

Parent Agreement: I, \_\_\_\_\_ have read the DPI's Concussion and Head Injury Information sheet.

I have had the opportunity to read more information about concussions on the Centers for Disease Control and Prevention's (CDC) websites.

I understand what a concussion is and how it may be caused.

I also understand the common signs, symptoms, and behaviors.

I agree that my child must be removed from practice/play if a concussion is suspected.

I understand that it is my responsibility to seek medical treatment if a suspected concussion is reported to me.

I understand that my child cannot return to practice/play until they are evaluated by an appropriate health care provider and provide written clearance from the health care provider to their coach.

I understand concussions can have a serious effect on a young, developing brain and need to be addressed correctly.

I have read the Sudden Cardiac Arrest information sheet.

I understand that my child should stop activity/exercise immediately if they have any warning signs of sudden cardiac arrest.

I understand it is recommended if my child has any warning signs of sudden cardiac arrest while exercising, they have a medical examination before exercising or returning to participation in their sport.

I understand that I or my child should report a family history of heart problems or warning signs of sudden cardiac arrest to the healthcare provider doing the medical examination.

I understand how to request at my cost the administration of an electrocardiogram, in addition to a comprehensive physical examination required to participate in a youth athletic activity.

I understand the athletic director may be able to assist me.

Parent/Guardian \_\_\_\_\_

Signature Date \_\_\_\_\_

# Agreement Form

As parents, you have committed yourselves to certain responsibilities and obligations. Your signature along with the signature of your student-athlete indicates that you understand and accept those responsibilities and obligations, and agree to cooperate with school personnel in enforcing the guidelines presented in the St. Bridget Parish School Athletic Handbook.

**Please sign and return**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## COACHES AGREEMENT

As a coach it is important to recognize the signs, symptoms, and behaviors of concussions and sudden cardiac arrest.

By signing this form you are stating that you have read the Centers for Disease Control and Prevention (CDC) fact sheet for Coaches in English or Spanish and the Wisconsin Interscholastic Athletic Association (WIAA) Concussion Policy and WIAA concussion resources.

By signing this form, you are stating that you understand the importance of recognizing and responding to concussions and head injuries per the guidelines set forth by the Department of Public Instruction (DPI), WIAA, and Wis. Stat. 118.293.

By signing this form, you are stating you have read the Sudden Cardiac Arrest Information sheet. Additionally, coaches are advised to read information on the WIAA website regarding sudden cardiac arrest.

I have read the Department of Public Instruction and WIAA's Concussion and Head Injury Information sheet and understand what a concussion is and how it may be caused.

I also understand what the signs, symptoms, and behaviors are and agree to remove the athlete from practice/play if the athlete exhibits signs, symptoms or behavior consistent with a concussion or head injury or if I suspect the athlete has sustained a concussion or head injury.

I understand that it is my responsibility to inform the parents/guardian if I suspect a concussion or if a suspected concussion is reported to me and that the athlete may not return to practice or play until the athlete is evaluated by an appropriate health care provider and provides me with written clearance to participate in the activity from the health care provider.

I understand concussions can have a serious effect on a young, developing brain and need to be addressed correctly.

I understand it is advisable to have an Emergency Action Plan in place for all sport practice and competition sites that outlines the plan of action in case of the sudden collapse of an athlete. It is advisable to review and practice the emergency action plan with respective school personnel, coaches, on site medical personnel and local EMS.

\_\_\_\_\_ Coach Signature

Date \_\_\_\_\_

Printed Name: \_\_\_\_\_

Sport: \_\_\_\_\_

School District: \_\_\_\_\_

Team/League: \_\_\_\_\_ Age Level: \_\_\_\_\_