



## **Coaches Expectations**

1. The Principal must approve all coaches following a background check which is required (and renewed every 5 years), as well as to attend a safe environment training provided by the Archdiocese of Louisville, for all who work with youth.
2. All coaches are to abide by rules as outlined in this St. James Catholic School Athletic Handbook.
3. All coaches are required to have a scheduled parent meeting prior to the first practice.
4. All coaches are required to attend any scheduled coaches' meetings.
5. All coaches are required to:
  - Pray before and/or after each game/event as a means of evangelization and discipleship.
  - Promote good sportsmanship and conduct towards referees, athletes, coaches and parents.
  - Give positive instructions.
  - Devote enough time to each child so that he/she can progress.
  - Be prompt with start and finish of practice times. At no time will a child be left without adult supervision.
  - Open all practices for parent observation.
  - For any Parish team the coach and/or Athletic Director will need to collect the permission form, medical release, parent's pledge, athlete's pledge, and collect participation fee for each of their Religious Education members. These forms must be turned into the Athletic Director if collected by the coach or an administrative member at the start of the season. All St. James Catholic School athletes will have paperwork taken care of at school.
  - Give each player a fair and appropriate amount of playing time. On middle school teams, playing time may be adjusted according to attendance and effort at practices, with reduced time given for those who have missed practices without reasonable reasoning for missing practices/games.

- Distribute and collect all applicable uniforms.
- Complete a team roster with player's name, uniform number, parents' names, address, home telephone number, and emergency telephone number. These rosters must be submitted to the Athletic Committee and/or School Principal for review prior to the first athletic event. Provide necessary paperwork for all assistant coaches and volunteer helpers.
- Have all scrimmages, other than St. James teams, approved by the Athletic Director.
- All coaches are required to have available at each practice and game a first-aid kit (provided by the school) and an authorization for treatment form for each player.
- All coaches must complete required courses for First Aid and CPR.
- All coaches are required to get the Athletic Director's approval for any tournament competition, other than league tournaments.
- School/Parish name cannot be used for any teams formed without the consent of the Athletic Committee. 4 Athletic Handbook Revised July 2023
- Discipline players accordingly if action is needed. Any player ejected from a game should be reported to the principal. Discipline will also be expected if a student has a failing grade at the time of academic checks. If a student is found to have a failing grade it will be the coaches duty to reach out to the parent and make them aware that the athlete will be ineligible until the next academic check on the following week.
- All coaches are required to obtain an evaluation of the student's academic progress and/or conduct for all students regardless of school and follow guidelines regarding eligibility. Any coach found to be in violation of the above guidelines, policies, or regulations pertaining to the St. James Athletic Program will be subject to the following courses of action:
  1. Be asked to meet with the Athletic Director to clarify the situation.
  2. Be required to meet with the school administration for any further violations.
  3. After this meeting, the pastor and principal will make a decision concerning any needed action.
  4. Notation will be made in Coach's file.

### **Practice Sessions:**

The Athletic Director will determine the number of weekly practice sessions and will set the number of hours per session so as not to hamper the student/athlete's academic progress. These times and sessions can be changed at any point during the season if academic progress is not being met.