



URSULINE ACADEMY OF DALLAS



# ATHLETICS HANDBOOK

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## Athletic Department

# MISSION STATEMENT

Ursuline Athletics develops confident student-athletes who are competitive and dedicated to teamwork, leadership, and tradition while embodying the Ursuline Athletic Department core characteristics: grit, ownership, building relationships, evolve, aim high, respect, and self-reflection.



## CORE CHARACTERISTICS of Ursuline Student-Athletes and Coaches



**G**RIT

**O**WNSHIP

**B**UILD RELATIONSHIPS

**E**VOLVE

**A**IM HIGH

**R**ESPECT

**S**ELF-REFLECTION

The characteristics above are characteristics that all coaches and athletes should strive to attain. Having the self-awareness to challenge daily personal growth requires the ability to accept failure, learn, and grow. We do this together, in support of one another, in support of our collective goal to achieve success, and to become the best version of ourselves.

## PERSONAL RESPONSIBILITY

An Ursuline student-athlete's behavior must be always beyond reproach whether on campus, in class, or at contests and practices. While participating in Ursuline athletics, student-athletes represent the school, their family, and themselves. Ursuline students should always conduct themselves in a dignified and respectful manner. Failure to comply with any team and/or Athletic Department rule may be cause for disciplinary action up to and including dismissal from the team.

Additionally, all student-athletes will be subject, but not limited to, the following consequences if they accumulate at least eight infraction points in any given semester:

- possible probation period on team
- possible suspension from team practices, competitions, etc.
- possible dismissal from team
- possible loss of academic credit for sport participation
- possible forfeiture of Varsity letter
- all the above

### Drugs, Alcohol, & Tobacco Use

See [Substance Abuse Policy in Ursuline Student Handbook](#).



# ACADEMIC CREDIT

Ursuline Academy students are required to earn one unit of P.E. credit throughout grades 9-12. A 0.5 credit must be earned through completion of the P.E. course Wellness prior to the end of Sophomore year. The other 0.5 credit can be earned in any of the ways listed below. Please note: a season is defined by a tryout/start date and end date, not to be confused with our semester schedule for classes. All UA athletic team participation earns a student 0.5 credits per season regardless of length of season, practice hours, number of competitions, etc.

## Team Sports

Student-athletes are expected to attend and participate in all team practices. Student-athletes are expected to attend all contests for the team of which they are a part. Student athletes must attend no less than 80% of practices and games in any one season of sport, or they will not receive academic credit for that sport.

### Sports Offered

- TAPPS Sports
  - Basketball, Cross Country, Golf, Soccer, Softball, Swim, Tennis, Track & Field, Volleyball
- Non TAPPS Sports
  - Bowling, Lacrosse, Jesuit Rangerettes, Jesuit Cheer, Cistercian Cheer, Crew



## Team Manager

Some of our high school teams require the assistance of a team manager. The role of the team manager is defined by the head coach of the program. Duties may include tracking stats, filling water bottles, assisting in pre-game setup, and score reporting. Team managers are expected to fulfill required duties and attend no less than 80% of assigned events to receive academic credit.

## P.E. Classes

Yoga, Spinning 101, HIIT:30, Flex, Wellness

## Off Campus P.E. Credit

In order to earn academic credit for off campus P.E., a student must receive prior approval from the Dean of Academics and the Athletic Director, through completion of the off campus P.E. application form. Credit will only be offered for programs which Ursuline does not offer or for students participating at the national team level in sports Ursuline does offer.

## ELIGIBILITY FOR ATHLETIC TEAMS

### RankOne Athletic Paperwork

Students will not be eligible to participate on a team or in a tryout unless all necessary forms are completed in RankOne. This includes a physical that is dated less than one year from the current date. **Please note, a physical expires exactly one year from the date of the exam.** If in season, an athlete must submit an updated physical prior to the expiration of the current physical. They will not be eligible to participate if their physical lapses, until a new physical is submitted.



### Academic Eligibility Requirements

A student-athlete who is in season must not be failing more than one class at each designated grade check period or they will be ineligible for competition.

- The designated grade check periods are November 10, December 16, and April 18.
- If a student is failing more than one class at the end of a grading period, the student will be ineligible to compete or perform in athletic activities for two weeks.
- At the end of the two-week period, a student must be passing all but one class to resume participation.
- In the event a student does not have a passing grade in all but one class at the end of the two-week period, the ineligibility will continue on a day-to-day basis until the grade is above failing.
- All ineligible students may still practice, but she may not participate in any competitions or performances. Tutoring and teacher meetings will take priority over practices.

### Attendance on Game Day

A student must be present for two full class periods to participate in athletic activities that same day. For a student to participate over the weekend, she must be present in two full classes on a Friday. Absences due to doctor's appointments and college visits may be excused.

## URSULINE TRYOUT & TEAM PROCESSES

The Ursuline Athletic Department has made a strong commitment to positive coaching and has developed the following policy for choosing a team, if cuts are necessary:

1. There will be an informational player meeting prior to tryouts to outline the general criteria for selection. This will include things like skill, speed, and strength, as well as intangibles like coachability, work ethic, potential, commitment, and complimentary skill sets.
2. Coaches will keep stats and use various methods for tracking performance throughout the tryout period.
3. At the end of try outs, a final roster will be decided. Coaches will email each player individually to notify them whether they made the team. Coaches will then be available for one-on-one meetings with players to discuss their decision.

We know the tryout process is a stressful time for all involved, but it is also a great opportunity for students to learn how to have difficult conversations. We highly encourage all students to meet with the coach one-on-one if they do not make the team, to gain feedback and insight to those things that they need improvement on.

Please note, no Ursuline program that holds tryouts will guarantee a spot on a roster based on grade level, past performance, or seniority. Players will be evaluated on current skill set, coachability, work ethic, and attitude.



## STUDENT/PARENT COMMUNICATION WITH COACHES

To build better relationships as well as to best assist our student-athletes in their overall development as both an athlete and a person, our coaches will hold feedback meetings with every athlete on every team throughout the season. These feedback meetings are intended to help athletes reflect on their progress as well as gain insight into the skills or characteristics they still need to improve upon. Should a student have any concerns or questions regarding the team, their role, or their playing time, they should address these issues in their feedback meetings.

Should any other issues arise outside of the topics listed above, please follow the protocol below:

1. Parent meets with their child's head coach.
2. Parent meets with Athletic Director.
3. Parent meets with Ursuline Principal.



There are multiple reasons for following this order of events. One is to minimize miscommunication and misunderstanding. Issues that begin between a student and coach need to be addressed with student and coach first in the feedback meetings. If after these conversations have been had, students or parents still have questions, then the above protocol will be followed.

## Individual Parent Meetings with a Coach

For effective communication to occur between parent and coach, it is best to set up a meeting outside of practice or contest times. Parents should never approach a coach during, just before, or after an athletic event to discuss an area of concern. Parents must wait at least 24 hours after a contest before approaching the coach with concerns. Unless directed to do so by an official or coach, parents should never approach the bench or dugout during practices or contests. Before, during, and after practices or contests is the time when coaches are fully focused on the student-athletes on their team, and that timeframe should always be respected.

## Issues of Concern

Parents are encouraged to discuss with their child's coach:

- Ways for their child to improve
- Concerns over their child's behavior or academic performance
- The coach's philosophy
- Team rules
- Schedules
- College placement

Parents should never discuss with their child's coach:

- Other students
- Game strategies (play calling, decisions on substitutions, timeouts, etc.)

## Playing Time

Playing time is earned by the effort and performance that is put forth continually in practice sessions. Experimenting or providing a chance to audition for more playing time during games may not be the best for the team, or even possible. Many times, it is falsely assumed that playing in games is the only way for a player to improve; however, it all starts with what happens in practice.

At the high school Varsity level, playing time is earned through hard work, preparation, and performance, as assessed by the coaching staff. There is no amount of playing time guaranteed for any Varsity athlete.

JV and Freshman teams are developmental programs. The purpose of these teams is to provide students with opportunities to learn sport specifics and fitness fundamentals, compete, and learn to be a member of a team. Participation on a JV team is in preparation for Varsity competition; therefore, playing time is not guaranteed, although every effort is made by the coach to provide game/match experience. Playing time is guaranteed at the Freshman level for all team members, though playing time may not be equal.





# HEALTH & SAFETY

All Ursuline coaches are First Aid and CPR certified. Ursuline also has a full-time athletic trainer present at all on campus practices and events and available to students for recovery, rehab and overall management of injuries and return to competition. Our athletic trainer also completes impact testing at the start of each season for all contact sports. This aids in the ability to determine if a student has suffered a concussion and is an added layer of support for our student-athletes.

## Concussion Protocol

### Concussion Signs & Symptoms

Following a blow to the head, collision, or fall:

- the athlete is: dazed, stunned, confused, demonstrates loss of memory, unsure of place or time, clumsy, answers questions slowly, loses consciousness, moody, or demonstrates changes in behavior/personality
- the athlete reports: headache or "pressure" in head, nausea, vomiting, balance problems, dizziness, blurred or double vision, sensitivity to light, sensitivity to light/noise, feeling sluggish or hazy, concentration/memory problems, confusion, doesn't "feel right," or is "feeling down"

**If an athlete experiences even one of these signs/symptoms, they may have a concussion and must be removed from play.**



### Concussion Action Plan

1. If a concussion is suspected by the athletic trainer or coach, the athlete will be removed from play.
2. The coach or athletic trainer will then inform the athlete's parents or guardian about the possible concussion.
3. The parent/guardian is responsible for having their child evaluated by a concussion-trained health care professional. Once evaluated, a note needs to be provided to the athletic trainer, either clearing the athlete, stating based on examination the athlete does not have a concussion, or confirming the diagnosis that the student does in fact have a concussion.
  - a. Please note: it is Ursuline's policy that a student suspected of a concussion cannot return to class until they have been seen by a concussion-trained physician, have a medical note with a diagnosis, and have been symptom-free for 48 hours.
4. If diagnosed with a concussion, a student-athlete will be on a modified plan to return to learning and will not be able to begin team practices or competitions until they have completed the Return to Play protocol. Please note this process could take between 14-31 days.

## HEALTH & SAFETY (cont.)

### Injured Athletes

In the unfortunate event that a student-athlete is injured, their priority is treatment and rehabilitation. It is expected that injured student-athletes communicate with their coach and keep them updated on the following:

- Status of injury
- Rehabilitation plan
- Estimated return to play date

While rehabilitation is the priority for injured athletes, they still have a commitment to the team. Injured student-athletes are expected to attend practices and games unless these interfere with doctor's appointments or physical therapy. Communication between the injured student-athlete and the head coach is mandatory with regard to recovering from an injury.

### Injured at an Ursuline Event

Any injury sustained during an Ursuline Academy event will be reported to the athletic trainer by the coach or home team athletic trainer.

### Injured Off Campus

All injuries occurring at club or recreational activities for in-season athletes must be reported via email to our athletic trainer.

### Clearance to Return from an Injury

If a student-athlete is restricted from athletic participation by a medical professional, including the athletic trainer, because of an injury or any other medical diagnosis, then a note from a physician must be presented to the athletic trainer releasing the student to return to athletic participation.



# LOGISTICS

## Activity Times

Athletic team sports at Ursuline are considered an extra-curricular activity. Our teams may practice before or after school Monday-Friday. There may be additional practices held on Saturday, if the schedule warrants it. The effort will be made to avoid practices and competitions directly on or around major holidays; however, there may be times when practices or competitions over a school break are required.

Every effort will be made to avoid students missing class time for athletic events.

## Athletic Fee

The athletic fee for each TAPPS sport will not exceed \$300. The fee for non TAPPS sports may be higher. Any athletic fees charged will be processed through the student's Ursuline account, once the student is officially added to the roster.

## Multisport Athletes

Ursuline Academy supports student athletes participating in multiple sports. If two seasons of sport overlap, the athlete must complete one sport season before beginning another. To be eligible for a sport, student athletes must attend the tryout. If a student is participating in a current sport, they must communicate with their head coach and make arrangements to attend the tryout of their upcoming sport.

## Team Communication & Schedules

The head coach for each program will communicate to students and parents their primary form of communication. Examples of communication tools our coaches typically use are email, GroupMe, and texting.

The practice and game schedules for all programs can be found on our athletic website: [ursulinesports.rankonesport.com](http://ursulinesports.rankonesport.com)

## Transportation

Ursuline Academy will provide round trip transportation to most sporting events. When transportation is arranged by Ursuline, student-athletes must travel with their team to the contest. A student-athlete may go home by other means if she has completed a parental transportation permission form in RankOne. Out of town trips mandate that UA procure professional transportation. Any changes to this policy will be made at the discretion of the Athletic Director.

## Team Uniforms & Equipment

Uniforms and equipment are distributed at the beginning of each season and collected at the end of each season by the Athletic Department and head coach. Any uniform or equipment that is damaged or not returned will be billed to the student-athlete's UA account by the Finance Office at full replacement cost. When applicable, no semester exams may be taken until ALL athletic uniforms and equipment are returned and the proper paperwork is completed.



# AWARDS

## End of Season Team Awards

### BEAR AWARD

This award is given to the student-athlete who embodies the spirit of being an Ursuline student-athlete.

Characteristics:

1. Fully dedicated to Ursuline, the team, and their teammates
2. Exemplifies a growth mindset, dedicated to improvement every day, courageous enough to make mistakes and learn from them, willing to step outside their comfort zone and grow as an athlete or help the team, reaches out to coach for feedback in order to improve
3. Coachable, student of the sport
4. Outstanding representative of Ursuline
5. Respected by peers and coaches alike as a person of integrity
6. Competitive

### MOST INSPIRATIONAL

This award is given to the student-athlete who is the heart and soul of the team.

Characteristics:

1. Never gives up... ever
2. Makes everyone around them better
3. The person on the team who digs deeper and gives 100% no matter the circumstances: tired, losing, or winning
4. Goes the extra mile for the team - in practice, in a game, in the off season... always

### PLAYER OF THE YEAR OR OFFENSIVE PLAYER OF THE YEAR AND DEFENSIVE PLAYER OF THE YEAR

This award is given to the student-athlete who demonstrates the most outstanding performance.

Characteristics:

1. Highest athletic performer on the team
2. Highest sport related production (ex. kills, rebounds, hits, goals)



### Ursuline Letter

To earn a Varsity letter and subsequential pins, a student-athlete must participate on a Varsity team.

### All-District Team Selection

Upon the conclusion of each high school season of sport, the head coaches from our District schools meet to vote and name the All-District recipients for the season. All-District determinations cannot be announced prior to the conclusion of the State Tournament for that sport per TAPPS rules.

### Academic All-State

Academic All-State awards are awarded to any Junior or Senior athlete who participates on the Varsity team, is named to first or second team All-District, and maintains a GPA of 3.5 or higher.

### TAPPS All-State

TAPPS All-State selections are determined by District Coaches from all Regions. Eligible candidates must have been voted first or second team All-District.

## WAYS FOR PARENTS TO BE INVOLVED



### Team Parent

We ask that team parents assist in the following ways:

- Planning special event nights, such as DPL Night, Faculty Appreciation Night, and Senior Night
- Planning the End of Season team banquet
- Coordination of team meals for all team members throughout the season.

If you are interested in volunteering as a team parent, please contact the head coach of the Varsity program for the team in which you are interested.

### Other Opportunities

- Concession stand for athletic events (volunteer)
- Scorekeeping and clock operating responsibilities for games (paid position, experience required)

## IMPORTANT SEASON EVENTS

Every Ursuline athletic program will hold the following meetings/events:

- Pre-Tryout Meeting for Athletes
- Pre-Season Parent Meeting hosted by the head coach
- Designated "Senior Night" to honor seniors
- End of Season banquet to honor team as well as individual performances



## RESOURCES FOR PARENTS

[Ursuline Academy Athletics](#)

[Sport Injury Form](#)

[RankOne Forms](#)

## ATHLETIC DEPARTMENT CONTACT INFORMATION\*

Athletic Director	Stefanie Hill	shill@ursulinedallas.org	Cell-858-220-6046
Associate Athletic Director	Darrin Hedges	dhedges@ursulinedallas.org	
Associate Athletic Director	Nikki Nester	anester@ursulinedallas.org	
P.E. Department Chair/ P.E. Teacher	Stephanie Zorn	szorn@ursulinedallas.org	
Head Athletic Trainer	Andrea Santos	asantos@ursulinedallas.org	
Head Varsity Volleyball Coach	Caitlin Wernentin	vvolleyball@ursulinedallas.org	
Head JV Volleyball Coach	Britton Farragut	jvvolleyball@ursulinedallas.org	
Head Freshman Volleyball Coach			
Head Varsity Cross Country Coach	Becky Wade Firth	crosscountryheadcoach@ursulinedallas.org	
Head JV Cross Country Coach			
Head Varsity & JV Tennis Coach	Tridib Goswami	tennisheadcoach@ursulinedallaas.org	
Head Varsity & JV Golf Coach	Amy Ruengmateekhun	golfheadcoach@ursulinedallas.org	
Head Varsity Swim Coach	Jeff Girard	jgirard@ursulinedallas.org	
Head Varsity & JV Crew Coach	Dominique Korie	crewheadcoach@ursulinedallas.org	
Head Varsity Basketball Coach	Nikki Nester	anester@ursulinedallas.org	
Head JV Basketball Coach	Lauren Jiles	jvbasketball@ursulinedallas.org	
Head Freshman Basketball Coach	Jessica Stewart	freshmanbasketball@ursulinedallas.org	
Head Varsity Soccer Coach	Darrin Hedges	dhedges@ursulinedallas.org	
Head JV Red Soccer Coach			
Head JV White Soccer Coach	Michele Kappas	jvwsoccer@ursulinedallas.org	
Head Varsity Lacrosse Coach	Joe Callaghan	vlacrosse@ursulinedallas.org	
Head JV Lacrosse Coach	Rachael Banas	jvlacrosse@ursulinedallas.org	
Head Track & Field Coach	Kyel Sletton	trackheadcoach@ursulinedallas.org	
Head Varsity Softball Coach	Stephanie Zorn	szorn@ursulinedallas.org	
Head JV Softball Coach	Missy Buckley	jvsoftball@ursulinedallas.org	
Head Varsity & JV Bowling Coach	Sarah Kennedy	skennedy@ursulinedallas.org	