



Athletic Handbook

2024-2025

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ATHLETIC PHILOSOPHY STATEMENT

Duchesne Academy values participation in sports as a positive factor in the development of the total student and the school community. The athletic program at Duchesne strives for competitive programs that help our young women develop sportsmanship, personal initiative, self-discipline, loyalty, and leadership. The athletic program fosters school spirit and celebrates the unique contributions and gifts of our student-athletes. Under the guidance of the Athletic Director, the coaching staff strives to help each student-athlete maximize her potential.

The athletic program at Duchesne Academy, in all aspects of participation and competition, is guided by the *Goals and Criteria of Sacred Heart Schools*.

The Athletic Department employees and coaching staff are expected to follow the Archdiocese of Omaha's 'Safe Environment Policies' as outlined in the attached Addendum A and the applicable clauses in Addendum B: Duchesne Technology Acceptable Use Policy for Employees.

PHILOSOPHY OF SPORTSMANSHIP

Duchesne Academy believes that athletics best serve students when placed in a broad perspective that includes human relationships, character building and exemplary conduct, along with competition and participation. Therefore, we expect good sportsmanship on the part of athletes, coaches and spectators.

SPORTSMANSHIP CODE AT DUCHESNE ACADEMY

As a Duchesne athlete, coach or spectator, I understand it is my responsibility to always demonstrate the highest level of sportsmanship. To accomplish this goal:

I accept that...

My behavior always represents my school and the values we uphold in the Goals and Criteria of Sacred Heart Schools.

I accept that...

I should be as informed as possible about the sport's rules and each rule's intent.

I accept that...

I will recognize and appreciate the skill and talent of all athletes and exhibit courtesy and generosity of spirit in all matches and games.

I accept that...

I will exhibit respect for officials and accept and abide by all final decisions made during a game or match.

I accept that...

Opponents are our guests and will be treated cordially and with respect.

I accept that...

Pride in my school is shown through my actions, and I am responsible for using good judgment in my behavior and in every action.

DUCHESNE ACADEMY ATHLETIC CODE

As a student-athlete at Duchesne Academy:

I accept that...

I have responsibilities to my team and to myself. I am aware that proper rest and nutrition are essential to my performance and the use of tobacco, drugs or alcohol will hinder my performance and will not be tolerated in accordance with Duchesne Academy policy outlined in the Student Handbook.

I accept that...

I must manage my time efficiently during the season in order to balance athletics with academics, family obligations and other interests. I accept that it is my responsibility to adhere to practice and conditioning schedules outlined by the coaching staff at the beginning of the season.

I accept that...

My athletic ability is a gift from God and I have the responsibility to use that gift to the fullest whether I am in a practice, game or match.

I accept that...

The attitude that I bring to the team is a key component to my team's success. I agree to put forth an enthusiastic, positive, and focused effort in all practices and competitions. I accept that good sportsmanship and respect toward coaches, opponents, teammates, and officials will always be expected.

I accept that...

As an athlete, I am a leader. I will use this leadership role to represent my school in an exemplary manner. I am aware that my conduct while representing Duchesne Academy in athletic events will strongly influence other people's opinions of my school.

I accept that...

I will respect my coaches and teammates. I will work to develop respect and open communication and in addition, I will trust that both the coaches and team members are working toward common goals.

I accept that...

By joining an athletic team at Duchesne Academy, I understand that I am making a commitment to the team and that I will be guided by the high standards of the Goals and Criteria of Sacred Heart Schools.

I accept that...

Participation in athletics has an impact on my education and that education and character building through sport is the most important goal of participation. I understand that I must never place higher value on winning than on the value of education and character building through sport.

ATHLETIC PROGRAM AT DUCHESNE

Duchesne fields varsity, junior varsity, and in some sports, freshmen teams. All students are welcome and encouraged to try out for a sports team.

The sports in which Duchesne participates are listed below

Fall:	Winter:	Spring:
Volleyball	Basketball	Track
Cross	Swimming/Diving	Soccer
Country	Bowling	Tennis
Golf		
Softball		

CLUB SPORTS:

LACROSSE, TRAPSHOOTING, DANCE, ESPORTS, ARCHERY AND CHEERLEADING

HOME FIELDS/COURTS

The Duchesne Academy gymnasium, soccer field and tennis courts are located on-campus at 3601 Burt Street. (HOME SOCCER will be played at the KROC center in the spring of 2025 due to renovation of the field.) There is limited parking on Burt Street, and it is best to use the school parking lot on the corner of 36th and California.

There is NO student parking on Burt Street before 5 p.m. Monday through Friday. The on-street parking near the gymnasium is the pick-up zone for the preschool. Students should not move their cars to this area until after 5 p.m.

Duchesne's home softball field is Dill Field.

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Duchesne's home pool for swim meets is Lewis Central.
Duchesne's home pool for dive meets is Brownell-Talbot.

Communication Policy

A Duchesne student athlete is empowered to advocate for herself at Duchesne in order to build confidence for her future.

With this in mind, the following process is encouraged to resolve any concerns in an athletic program:

1. The student athlete talks with the coach.
2. The student athlete and parents talk with the coach.
3. The student athlete and parents talk with the Athletic/Activities Director.
4. The student athlete and parents talk with the Dean of Students.

Students and their parents should follow this process, moving to the next step if the issue is not resolved in an acceptable manner.

Duchesne Athletics utilizes four formats for communication.

STACK TEAMApp

All coaches are required to maintain and update a team page on STACK TeamApp. Coaches will send an invite link to families at the start of the season.

The app can also be used to communicate with other team parents.

EMAIL

All Duchesne coaches have a Duchesne Academy email address. Parents and students may contact a coach through email. Coaches may send longer communications through email. Example: some coaches send a weekly schedule by email on Sunday night.

Website

Duchesne's website at www.duchesneacademy.org contains a complete listing of times and locations for games and matches.

Social Media

Duchesne athletics has an instagram account that posts pictures, accomplishments and game day information. The Booster club has a Facebook page that you can follow.

Most teams have a student run instagram page. Everyone is welcome to follow their teams!

Coach Contact Information

Softball

Coach Contact: John Landauer

Email: neshockwave@gmail.com

Volleyball**Coach Contact:** Todd Swantek**Email:** tswantek@duchesneacademy.org**Golf****Coach Contact:** Jeff Nielsen**Email:** jnielsen@duchesneacademy.org or jrnielsen22@hotmail.com**Cross Country****Coach Contact:** Bridget Morton**Email:** bmorton@duchesneacademy.org**Basketball****Coach Contact:** Ryan Reese**Email:** rreese@duchesneacademy.org**Bowling****Coach Contact:** Raz Molotiu**Email:** rmolotiu@duchesneacademy.org**Swimming****Coach Contact:** Paige Skidmore**Email:** pskidmore@duchesneacademy.org**Diving****Coach Contact:** Mike Retelsdorf**Email:** mikeretelsdorf@cox.net**Soccer****Coach Contact:** Lauren Mueller**Email:** lmuller@duchesneacademy.org**Tennis****Coach Contact:** Hylan Miller**Email:** hmiller@duchesneacademy.org**Track**

Coach Contacts: Ryan Harrel and Nicole Behm

Emails: rharrel@roncallicatholic.org and nbehm@duchesneacademy.org

Lacrosse

Coach Contact: Jen Schroen

Email: jschroen@duchesneacademy.org

Trapshooting

Coach Contact: David Voth

Email: dvoth@omahamarian.org

Archery

Coach Contact: Rachel Connelly

Email: rconnelly@duchesneacademy.org

eSports

Coach Contacts: Jackson Smith and Hugh Morton

Emails: jsmith@duchesneacademy.org and hughmorton22@gmail.com

NEBRASKA SCHOOL ACTIVITIES ASSOCIATION

Duchesne is a Class B member of the Nebraska School Activities Association. See www.nsaahome.org for eligibility and policies.

NSAA MISSION STATEMENT

- To formulate and make policies which will cultivate high ideals of citizenship, fair competition, sportsmanship, and teamwork, which will complement the member schools' curriculum programs
- To foster uniformity of standards in interscholastic activity competition
- To organize, develop, direct and regulate an interscholastic activity program, which is equitable, and will protect and promote the health and physical welfare of all participants

RIVER CITY CONFERENCE

The **RCC's** purpose is to guide and control the athletic and activity programs of the member schools in order to promote the highest and most ethical standards in the conduct of these programs.

RCC Member Schools:

Duchesne Academy
Gross Catholic
Roncalli Catholic
South Sioux City

Skutt Catholic
Mercy
Mount Michael

DUCHESNE CARDINALS ATHLETIC BOOSTERS

VISION STATEMENT

In keeping with the goals of Sacred Heart Schools, Duchesne Academy strives to achieve preeminence in athletics, consistent with the highest levels of sportsmanship, integrity, and fair play.

The Duchesne Cardinals Athletic Boosters exist to support and enrich the athletic program of Duchesne Academy of the Sacred Heart. Recognizing the integral role athletics plays in educating the whole person, the Duchesne Cardinals Athletic Boosters work closely with the Athletic Director to ensure the athletic program offers a vibrant and meaningful co-curricular experience for our student-athletes.

Booster Club Sponsored Events

Varsity Sport Media Days

Fall Media Day - Saturday August 24th 1-5

Volleyball

Cheer

Cross Country

Golf

Solfball

*** all senior banner photos will be taken this day for all sports ****

Winter Media Day - Sunday November 24th 1-4

Basketball

Swimming and Diving

Bowling

Archery

Dance

Spring Media Day - Sunday March 16th 1-4

Soccer

Track

Lacrosse

Trap

Tennis

DUCHESNE'S GUIDELINES FOR PARTICIPATION IN SPORTS AND CLUB SPORTS

In order to participate in Duchesne Academy athletics a student must:

1. Abide by the Athletic Code, all NSAA and RCC guidelines, coach decisions and expectations and commit herself to the Goals and Criteria of Sacred Heart Schools.
2. Have a sports physical dated May 1st or after for the upcoming school year and the parental consent/concussion/Athletic Handbook acknowledgment form to the Athletic Director prior to the first day of practice.
3. Regularly attend practice and competitions. Coaches must be notified prior to practices and competitions if the player will miss the practice or game. The athlete must provide the coach with a reason for the absence.
4. Take proper care of the uniform and return them promptly following the final game of the season. The athlete will be charged for any damage, alteration or loss of uniform items. A hold will be placed on the student's admit to exams until the item is returned.
5. Athletes will be dismissed from class only on the days and at the times requested by the Athletic Director.
6. A student must attend at least four (4) single block or two (2) double blocks when school is in session on practice and game days in order to be eligible to participate in a practice or competition.
7. Students must meet eligibility requirements. See the section on eligibility in the Athletic Handbook (page 8) or refer to the Student Handbook.
8. Fulfill the commitment she has made as a member of a team for that season. An athlete wishing to quit a team must submit a letter of resignation to the coach, the Athletic Director and the

Dean of Students. This letter must outline the athlete's reasons for quitting the team.

ELIGIBILITY REQUIREMENTS

A student cannot participate in any extracurricular activity, including sports, if she has a grade of F in any class on her most recent report card. A student who has a grade of F in one or more classes is not allowed to try out for an athletic team until the following quarter grades are submitted and report cards are prepared. If a student has a grade of F for the second or fourth quarter, she is ineligible to participate the following quarter.

At the beginning of each quarter, the Principal will give the Athletic Director a list of students who are ineligible for that quarter. If a student is on an athletic team when the quarter ends and has a grade of F in one or more classes, she will be taken off that team for the remainder of that quarter.

LETTERING

Criteria for lettering in each sport will be set by the coach and communicated to the student at the beginning of the season. It is the responsibility of the coach to submit the names of the students who have lettered to the Athletic Director prior to the end-of-season team banquet.

PRACTICES

Practice schedules and requirements vary among sports and teams. The coach will outline practice schedules and requirements during try outs. It is the student-athlete's responsibility to abide by all the practice requirements established by the coach.

Students should note: The "bridge" connecting the main building with the gymnasium is locked at 5:00 each day. It is the student's

responsibility to take her belongings with her to practice because there is no access to the main building after 5:00 pm.

TRYOUTS AND CUTS

Tryout schedules and criteria for team selection is established by each coach, shared with the Athletic Director and communicated to the student-athletes at the beginning of tryouts. Questions about team selection should be discussed with the coach. The Athletic Director is always available to meet with students to answer questions and provide clarification.

POLICY FOR PURCHASING TEAM INSIGNIA ITEMS

T-shirts and other insignia items for athletic teams must be pre-approved by the Athletic Director and ordered from the approved school vendor. All money for shirts or any other items must be collected BEFORE the shirts or items are ordered. Any order/invoice received that does not have a pre-approved Purchase Order on file will not be honored nor paid for by the school.

Students and parents may NOT use Duchesne's tax-exempt status when ordering items unless they have pre-approval from the Athletic Director.

TEAM FREE DRESS DAYS

Student-athletes will be given one day per sports season to wear team dress. The Athletic Director, coaches and Dean of Students will designate the free dress days and approve the uniform for this day.

ATHLETE OF THE YEAR AWARD

Selection Process:

1. Each coach nominates a senior from his/her sport who has participated on a Duchesne Academy team for at least two years and meets the following criteria:
 - Exhibits superior athletic ability
 - Practices exemplary leadership on and off the court, field, course
 - Displays behavior that represents Duchesne Academy and the Sacred Heart Goals and Criteria
 - Follows the rules of the sport
 - Exhibits courtesy and generosity of spirit
 - Respects officials of the sport
 - Respects opponents
 - Uses good judgment
 - Follows policies outlined in the Student Handbook
 - Manages time efficiently
 - Maintains a positive attitude
 - Respects coaches and teammates
2. Each coach provides reasons for his/her nominations.
3. A committee reviews the nominations and makes the final selection. The committee consists of the:
 - Athletic Director
 - Dean of Students
 - Two Faculty Members
 - Principal

ALI TUPPER SPORTSMANSHIP AWARD

Selection Process

1. Each coach nominates a senior from his/her sport with these criteria in mind:
 - Displays behavior that represents Duchesne Academy and the Sacred Heart Goals and Criteria
 - Follows the rules of the sport
 - Exhibits courtesy and generosity of spirit
 - Respects the officials of the sport
 - Uses good judgment
 - Follows policies outlined in the Student Handbook
 - Manages time efficiently
 - Maintains a positive attitude
 - Respects coaches and teammates
2. Each coach provides reasons for his/her nominations.
3. A selection committee reviews the nominations and makes the final selection.

The committee consists of the:

- Athletic Director
- Dean of Students
- Two Faculty Members
- Principal

COACH'S CODE OF ETHICS

The function of a coach is to educate students through participation in interscholastic competitions. Duchesne's interscholastic program is designed to enhance academic achievement and should never interfere with opportunities for academic success. The welfare of the student-athlete should be the utmost concern of every coach.

A Duchesne coach shall:

- Model the goals and criteria of Sacred Heart Education
- be aware that he or she has a tremendous influence on the education of the student-athlete, and thus shall never place the value of winning above the value of installing the highest ideals of character
- uphold the honor and dignity of the profession. In all personal contact with student-athletes, officials, athletic directors, school administrators, NSAA and RCC administrators, the media and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
- take an active role in the prevention of drug, alcohol and tobacco abuse
- avoid the use of alcohol and tobacco when in contact with the players
- promote the entire interscholastic program of the school and direct his/ her program in harmony with the total school program
- master the contest rules and shall teach them to his/her team members
- exert his/her influence to enhance sportsmanship by spectators both directly and by working closely with cheerleaders, booster club members and administrators

- respect and support contest officials. Duchesne coaches shall not indulge in conduct that would incite players or spectators against the officials. Public criticism of officials or players is unethical
- meet and exchange cordial greetings with the competing coaches before and after contests to set the correct tone for the event
- not exert pressure on faculty members to give student-athletes special considerations
- not scout opponents by any means other than those adopted by the conference and/or state high school activities association (Adopted from the NSAA Coach's Code of Ethics)
- ensure that he/she and the entire coaching staff are current on all coaching qualifications required by both the school and the NSAA
- ensure that every injured student-athlete is provided immediate and satisfactory medical attention
- ensure that every participant fulfills the criteria for eligibility
- report any concerns about the health or well-being of a student athlete to the counselors
- abide by the guidelines of Safe environment training and Nebraska's anti-grooming law in every interaction with students
- utilize TEAM APP for all team communications

Student Athlete Leadership Team

SALT is the leadership team that provides an organized way for teams to share their experiences with the Athletic/Activities Director.

Students must meet the criteria and apply to be on SALT.

SALT meets monthly during lunch. At meetings team representatives can share successes, concerns, plans and needs. This group often plans the pep rallies as well.

Each SALT member must meet the following expectations:

- Accept and live the Goals and Criteria of Sacred Heart education
- Participation in at least one Duchesne sport each year, with at least one Varsity letter earned at the time of application
- Attendance and participation in SALT meetings
- Attendance at other Duchesne sporting events (those that you do not play)
- Represent the Duchesne Student-Athlete body in a positive manner at all times
- Attend the Trivia Night Fundraiser and Booster Club Golf Tournament as a volunteer and make your best effort to assist with other athletic events