

Espiritu Athletic Department

Athletic Department Mission:

The Athletic Department exists to provide quality educational and extracurricular programs that will inspire parents and students in the areas of physical fitness, spiritual, leadership, and intellectual development.



**AS IRON SHARPENS IRON,
SO ONE SHARPENS ANOTHER**



OUR PHILOSOPHY & OBJECTIVES

Our goal with this program is to prepare you Spiritually, Physically and Mentally (BODY, MIND, SPIRIT).

First, you prepare personally, then together in each workout, each practice, and finally for each game.

Spiritual Preparation is learning and living the 7 Virtues. The first four are:

1. TEMPERANCE - The discipline of daily doing a challenging task. For example, working out every day.
2. PRUDENCE - Making good decisions. For example, what you eat.
3. FORTITUDE - Not giving up.
4. JUSTICE - Treating your teammates, coaches, and officials with respect and dignity.

Physical Preparation is practice, off season work outs, lifting weights, doing agility drills and position skill drills.

Mental Preparation is learning the techniques and technical skills of each sport.

Our competitive athletic programs begin as early as possible and is a lifelong opportunity. We are committed to the inclusion of equitable interscholastic opportunities for both girls and boys. Early Childhood and middle school athletic programs aim to assure that the athletic activities are an integral part of the total educational program.

The objectives of these programs are:

1. To cultivate ideals of cooperation, friendship, leadership, responsibility, and good sportsmanship.
2. To improve and develop competitive programs to the highest possible standards of excellence.

Through the **interscholastic program**, a boy or girl can provide an outlet for group and individual energy, developing leaders, establishing social contacts, and developing a feeling of security through knowledge of personal worth and pride in the group to which they belong.

The following are significant aspects of our program:

1. Interscholastic athletics is a completely voluntary program. Participation is not required for graduation or athletic credits essential for college entrance.
2. Selection of participants will not be based upon athletic performance alone, but also upon attitude, conduct, cooperation, academic success and an earnest and sincere desire to represent the student body in a manner which complements and builds respect and pride for the school and community.
3. Our students are afforded the opportunity of participating in a well-organized program for which the school provides instruction, equipment, and facilities.
4. As many students as possible will have an opportunity to participate in the interscholastic program.



STUDENT ATHLETIC CODE

Playing Time in Games: Athletics is an emotional activity for players, spectators and coaches. Playing time is always a sensitive issue for everyone involved. All playing time is subject to satisfactory academic and disciplinary standing. Please familiarize yourself with the following playing time guidelines.

- **Varsity:** Determined by a student-athlete's inherent ability, commitment to team and quality of work ethic. Playing time is determined by the coaching staff and there is no guaranteed playing for any student on the varsity level.
- **JV & Freshman:** An objective of our junior varsity teams is to prepare these student athletes, through an appropriate level of competition, for future participation in the varsity program. At the JV level, playing time is determined by the coaching staff and there is no guaranteed playing time in each game. A student-athlete's inherent ability, commitment to team and quality of work ethic will be factors used in determining an appropriate amount of playing time throughout the season with different amounts of time dependent on the skill of each player and the competitive level of each game.
- **Jr. High School:** An objective of our Jr. High teams is to prepare these student athletes, through an appropriate level of competition, for future participation in the Jr. Varsity program. At the Jr. High level, the coaching staff, inherent ability, commitment to the team, and work ethic determines the amount of playing time. At the Jr. High level **everyone is expected to get some playing time during each pre-season and regular season games**, however the amount of time will be determined by the coaching staff and by the level of competition of the other team.

Sportsmanship: This term is difficult to define but easy to understand if it is seen as an extension of the mission at Espiritu. Athletics is an arena where we represent our school in a very public light.

Both Participants and Spectators are reminded to behave correctly. This includes, but is not limited to.

- Treating opponents, officials and spectators with respect,
- **Never using improper or foul language**
- Cheering for our team and not against our opponents
- Abiding by all rules and regulations
- All teams are asked to treat the post-game handshake with opponents in a respectful manner.

The Student Athlete:

- Plays hard within the rules of the game
- Wins with humility and lose without excuses
- Respects officials and accept their decisions
- Never plays with the intent to injure an opponent
- Never forgets that he/she represent their school, their coaches, and their families as well as themselves
- Respects the property and facilities of their opponents.

Practice

A student with an unexcused absence from school, any part of the day, will not be allowed to participate in an athletic contest that day. Determination of an excused absence will be made by the school administration.

Students who will miss more than one-half (1/2) day of school because of illness will not be allowed to participate in an athletic contest that day unless they have clearance from the school administration.



STUDENT ATHLETIC CODE

Participation

A student that quits a sport or is removed from the team roster before the season is finished may not participate in another sport for the rest of the year. The end of the season is defined as the last day of competition for that sport in which the District participates.

Students who are withdrawn by their parents for scholastic or other suitable reasons will be considered as having quit. Students who withdraw from any team/student activity with the mutual agreement of the student and the coach will not be considered as having quit. It is the obligation of the parent to write a letter to the Coach, Athletic Director and school administration stating the reason(s) for withdrawing the participant. If a letter is not received, the participant will be considered as having quit, and will be governed by the rule above.

A first-time participant in a sport will be allowed ten (10) practice days to decide of whether to continue in the sport. After ten (10) practice days, he/she will be governed by governed by the rule above. Participants who quit two (2) sports in one (1) school year will not be allowed to participate in an additional sport for a period of one calendar year from the time that he/she quit the second sport.

Scholastic Eligibility (Pass to Play)

If a student does not pass a class, the student is not allowed to play, this is more commonly known as “No Pass, No Play”. We believe a student athlete must have a Grade Point Average of 2.0 or higher and we check grades on a bi-weekly basis. Please note the following significant highlights are the responsibility of the Educational Administrator, Athletic Director, and each Coach. The Educational Administrator will certify all eligibility lists after the Athletic Director has complied and verified all information with the assistance of each Coach. The Coach of each sport shall be kept informed of all eligibility status of each student under his/her supervision. This includes any additions to the team after the original list of participants has been verified. **No student shall be permitted by the Head Coach to be in uniform or participate in any athletic contest until his/her name appears on the official eligibility list.**

Clean Up

All practice and game sites, locker rooms, and buses should be cleaned before any student athlete leaves. It is the responsibility of the players, not the coach, to throw away trash, return items to the coach's room and gather all equipment after an event.

Injury Reports

- **Student Responsibility for Reporting Injury:** Unless the Coach or some other responsible person witnesses an injury and takes the necessary steps to report the incident, the responsibility for reporting the injury to the Coach rests upon the student or his/her parent/guardian. Injuries must be reported promptly, fully, and accurately to the Coach in charge who will in turn notify the District Athletic Director.
- **Return to School:** The Coach shall require the injured student to present a written statement from his/her attending physician as to time and conditions of discharge.



STUDENT ATHLETIC CODE

Behavioral Eligibility

1. A student athlete should not:
 - Use a beverage containing alcohol.
 - Use tobacco in any form.
 - Use or consume, have in possession, buy, sell, or give away any other controlled substance.
 - Be in possession of any firearm.
2. Consequences for violation of rules:
 - First Offense
 - Meeting with the Athletic Director, coach and athlete.
 - Possible suspension for two consecutive contests (or one week in football).
 - Referral to Dean of Students or Assistant Academic Servant Leader for evaluation and meeting with parents.
 - Second and Subsequent Offenses in The Same School Year
 - Meeting with parents, coach, Athletic Director, Dean of Students and Educational Administrator.
 - Possible dismissal from team for remainder of season and loss of post season awards.
 - Referral for counseling if deemed appropriate.

This statement reinforces, and in no way substitutes or overrides the school's policy on the use and possession of drugs or the State or Federal Laws on the use or possession of drugs. The actions listed above will be reinforced in conjunction with Espiritu school policies.

Sportsmanship Rule (A.I.A.)

Ejection from a contest: If an AIA contest official determines that a coach or player has acted in an unsportsmanlike manner during either a period or intermission, the coach or player may be ordered to leave the contest. Students or coaches that have been ejected will not be able to attend/participate in the next schedule contest.

Leaving Bench Area: When two or more persons (including coaches, non-playing contestants and nonparticipating school personnel) leave their team's bench area to initiate a confrontation, or during an altercation in progress, the following shall occur without appeal:

1. The contest officials shall eject any person they determine to be in violation of "Leaving Bench Area" as indicated above.
2. The contest officials may terminate the contest. If the contest is terminated:
 - a. the team(s) that left the bench area must forfeit the contest and record a loss.
 - b. and the contest is during tournament or post season play, the offending team(s) will be removed from further tournament or post season competition.
3. Further penalties may be imposed against the offending team(s) by the AIA Executive Board as set forth in Article 16.3.2.



STUDENT ATHLETIC CODE

Penalties for ejection: A coach or player ejected from a contest for any reason shall be subject to the following without appeal:

1. First Violation: Ineligible for the next contest at that level of competition and all other contests during that interim at any level. [Any person ejected from a contest shall not participate the remainder of that day.]
2. Second Violation: Ineligible for the next two contests at that level of competition and all other contests during that interim at any level. [Any person ejected from a contest shall not participate the remainder of that day.]
3. Third Violation: A similar infraction by the same player during the same season will result in cessation of the season for the player concerned.
4. End of Season Violation: If a penalty is imposed at the end of the sport season and no contest remains, the penalty shall be enforced at the beginning of the subsequent season of competition in which the coach or player participates, regardless of the sport.

Required forms BEFORE tryouts:

1. **AIA Annual Pre-Participation Physical Evaluation Form** must be completed and submitted to the front office. It is the intent at ESPIRITU that fitness and consent be validated annually by parents/guardians. This form is filed once each year and is sufficient for multiple sports. In the event there is a change in the health, fitness or information on the card it is the responsibility of the parents/guardians to submit a correct form. The form contains the following information: Health history, to be completed by the parent for each year a student participates.
2. **AIA Physical Forms** (used for high school and middle school) must be submitted to the Athletic Assistant prior to participation in any tryouts or athletic activity. (This form must be completed once every year.) Students must be examined by a licensed physician annually and be determined to be physically fit. The physical examination for the following school year shall be given on or after March 1st. A student shall not be allowed to practice or compete in interscholastic athletics until there is a record on file of a physical examination performed by a Doctor of Medicine (M.D.), osteopathic physician (D.O.) or certified registered nurse practitioner (N.P.) licensed to practice, or a certified physician's assistant (PA-C) registered by the Joint Board of Medical Examiners and the Osteopathic Examiners in Medicine and Surgery. Health care providers should be trained and experienced in the ability to assess prospective athletes on a systemic basis. Examiners shall be qualified to perform a complete physical examination, including comprehensive evaluation of the following organ systems: circulatory; respiratory; genitourinary; neurological and muscular-skeletal. All health care providers must be licensed in the United States to prescribe all classes of medications to fully understand the impact various pharmaceuticals may have on a prospective athlete. (AIA Rule: Article 15 Student Eligibility Rules, Section 15.7 Physical examination rule, Paragraph 15.7.1)
3. **Parent Permission to Travel and Emergency Medical Treatment** – An athlete must have a completed and signed parent permit on file in the school office. Emergency information, giving vital information and consent for emergency medical treatment is required. It is also very important to keep the coach and the office updated on work, home and other emergency phone numbers. This form may be obtained from the school's secretary or Athletic Director. An emergency card for the current school year must be turned into the School Office or Athletic Director's office. Each Coach will be supplied with a copy of his/her team members in case of emergency.



STUDENT ATHLETIC CODE

4. **Concussion Training Completion or Acknowledgement Form** - This form affirms that parents and the student are aware of potential concussion injuries involved in sports participation. Fulfills league requirements for participating schools and student athletes.
5. **Insurance Fee** – This must be paid prior to practicing or playing (unless the athlete has insurance through her/his parents/guardians or has completed an insurance waiver).
6. **Proof of Age** - An athlete must submit proof of his/her age before he/she can participate. An athlete must have presented record of birth. Any of the following may be accepted:
 - A certified state birth certificate.
 - A hospital certificate of birth with seal or appropriate signature.
 - A department of commerce certificate.
 - A bureau of immigration certificate.
 - A department of justice certificate.
 - Arizona state health department certificate.

PARENT ROLE

The parent role within our athletic program is critical for success. Thus, the parent role requires a commitment to coordinating transportation needs, planning family outings around scheduled games and practices, attending games, and volunteering for our athletic booster organization. It is mandatory for parents to attend the pre-season meeting with coaches to receive essential information regarding student athlete expectations. Detailed information regarding practices, games, transportation, and other requirements will be addressed. Parents are expected to maintain a manner of conduct that displays sportsmanship always at every interscholastic athletic event. Demonstration of such positive support will set the standard of behavior within our school community.

Parents are asked not to use our athletic program as a discipline tool, in other words, prohibiting a student athlete from going to practice. Practice is detrimental to the individual student/athlete, the coach, and the team. Parents must understand that all athletes are essential to the building of a positive, competitive team effort. Parents may find that working in partnership with the coach may bring about creative alternative discipline solutions.

Appropriate Concerns for Parents/Guardians to Discuss with Coaches: Parents should regularly discuss concerns regarding their athlete with coaches. Some areas for discussion include.

- The coach's expectations for your son/daughter during practice and games.
- Ways to help your student improve in skills, character and sportsmanship.
- Concerns about your student's health or safety.
- Academic support and other athletic opportunities.

Coaches are professionals. They make judgment decisions based on what they believe to be the best for all the students involved. Certain things can be and should be discussed with your student's coach (**at the appropriate time and place**) please feel free to contact your student's coach to schedule discussion times.

It can be very difficult to accept your student's not playing as much as you may hope. Coaches are professionals and they make judgment decisions based on what they believe to be the best for all students involved. As you have seen from the list above, certain things can be and should be discussed with your student's coach (at appropriate times and place). Other things must be left to the discretion of the coach. Please feel free to contact your student's coach to schedule discussion times.



PARENT ROLE

Issues Not Appropriate to Discuss with Coaches: It is inappropriate to discuss the following topics with coaches:

- Team Strategy
- Play calling
- Other student athletes

Complaint Procedures: A complaint is considered dissatisfaction with a coach's decisions and/or actions during the season. Grievances are considered formal complaints made for actions taken against an athlete. If a student or parent wishes to file a complaint, they should follow the following progression.

1. Athlete talks with the Coach
2. Athlete talks with the Head Coach
3. Parent talks with the Head Coach
4. Parent talks with the Athletic Director
5. Parent talks with the Educational Administrator

Severe issues potentially involving safety or ethical issues should be immediately brought to the attention of the Athletic Director.

If a student or parent wishes to file a grievance for punishment given for an athletic code violation the following steps will be followed:

Step 1: The student may file a written grievance to the Athletic Director within three school days after the decision is made. Generally, within three school days after the receipt of the written complaint, the Athletic Director shall meet with the student, coach and his/her parent/guardian and try to resolve the grievance. In the event the Athletic Director is not available the grievance should be given to a school administrator.

Step 2: If the student is not satisfied with the disposition at Step 1, he/she may file a written grievance to the Educational Administrator within three school days after the decision is rendered at Step 1. The Educational Administrator will meet with the Athletic Director, Coach, student and parent/ guardian and shall state his/her decision in writing within five days of said meeting.

Step 3: If the student is not satisfied with the disposition at Step 2, he/she may file a written grievance with the Executive Director within three school days after the decision is rendered at Step 2. They or designee will meet with the Athletic Director, Educational Administrator, student and parent/ guardian and shall state his/her decision in writing within ten days of said meeting.



ATHLETIC DIRECTORY

Albert Ramirez, Athletic Director : 602-330-5070 albert@espirtu.org

Ryan Palmer, Head Football Coach: rpalmer@espirtu.org

HIGH SCHOOL SPORTS OFFERED

Fall Sports

- Football (Varsity)
- Volleyball (JV & Varsity)

Winter Sports

- Boys' Basketball (JV & Varsity)
- Girls' Basketball (Varsity)
- Boys Soccer (Varsity)
- Girls Soccer (Varsity)

Spring Sports

- Baseball (Varsity)
- Softball (Varsity)
- Boys Track & Field (Varsity)
- Girls Track & Field (Varsity)
- Boys Volleyball (Varsity)



The Fire Within

Please sign this and return it to your coach.

I _____, have read this Athletic Handbook and understand everything that is expected out of student athletes, coaches, and parents at Espiritu.

I will follow all rules and regulations and know I will be held accountable for my actions.

I understand the importance of the four areas, **LEADERSHIP, SPIRITUAL, PHYSICAL, AND INTELLECTUAL.**

Season _____ Sport _____

Student Name _____ date _____

Student Signature _____ date _____

Parent/Guardian Signature _____ date _____

Coach Signature _____ date _____

GO EAGLES!

