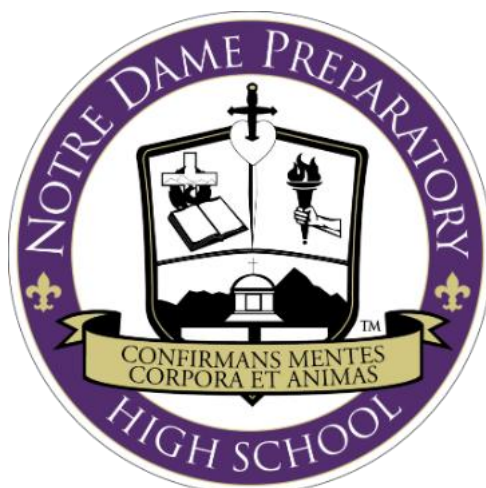




NDP Saints Parent and Student-Athlete Handbook 2026-27 School Year

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Foreword

The Notre Dame Prep Athletic Handbook contains the rules and regulations that govern the interscholastic program at NDP.

This handbook has two major purposes:

1. To describe the philosophy and policies of the Notre Dame Prep Athletic Department.
2. To promote communication among parents, athletes, coaches, and the Athletic Department.

Every qualified student at Notre Dame Prep has the opportunity to participate in an interscholastic athletic/extracurricular program, consisting of the following listed sports and activities:

Season	Boys	Girls	Activities
Fall	Cross Country Golf Hockey (Fall and Winter)* Swim & Dive Football Mountain Biking*	Cross Country Flag Football Freshman Tennis Golf Hockey (Fall and Winter) * Swim & Dive Volleyball Cheer and Pom (Fall and Winter) Mountain Biking*	Chess Robotics
Winter	Basketball Soccer Wrestling	Basketball Soccer Wrestling	Robotics
Spring	Lacrosse* Baseball Tennis Track & Field Volleyball	Lacrosse* Softball Tennis Track & Field Beach Volleyball	Robotics

**Indicates a club sport. Club sports may require additional paperwork and/or financial demand.*

Gospel according to John:

Jesus cried out and said, “Whoever believes in me, believes not only in me, but also in the one who sent me, and whoever sees me sees the one who sent me.

I came into the world as light, so that everyone who believes in me might not remain in darkness.

And if anyone hears my words and does not observe them, I do not condemn him, for I did not come to condemn the world but to save the world.

Whoever rejects me and does not accept my words has something to judge him: the word that I spoke, it will condemn him on the last day because I did not speak alone, but the Father who sent me commanded me what to say and speak. And I know that his commandment is eternal life. So, what I say, I say as the Father told me.”

Knowing and following the rules will keep you on the right track!

Mission and Vision

- Mission: Notre Dame Preparatory is a Diocesan Catholic High School, dedicated to the promotion of academic excellence and the pursuit of holiness through the shared values of Reverence, Respect, and Responsibility, out of love for Jesus Christ.
- Vision: To provide the highest quality Catholic high school educational experience, offering student-centered learning opportunities which develop the whole person: mind, body, and soul.

Athletic Philosophy

- The Notre Dame Prep Athletic Department promotes individual dignity, personal development, and social interaction through interscholastic athletics. Furthermore, the Athletic Department will do everything it can to provide a quality athletic program for all student athletes in a Catholic atmosphere.
- Athletic success is not measured simply by the number of wins and losses, or the number of trophies or championships won in a given season or year. Success at NDP is measured by how much we live up to the principles and ideals we will instill in all participants.
- The Notre Dame Prep Athletic Department believes that education comes first. Athletes must remember that the primary reason for attending Notre Dame Prep is to be part of a first-class, Catholic, educational program. Athletics should NEVER take precedence over education. Judicious and intentional planning should be utilized by students and parents to minimize scheduling conflicts.

Co-Curricular Eligibility:

- Student Academic Performance, Christian Service, and Disciplinary/Attendance records determine eligibility for co-curricular participation.
- A student must be in good academic standing. Good academic standing entails that students are earning C- or higher. Any student who is earning an F or 2 Ds will not be in good standing.
- The Christian service requirement will only be checked at the end of the semester.
- Grades and Disciplinary/Attendance records will be checked for eligibility every Tuesday at 8 AM. The period of ineligibility begins on the Wednesday after the grade check at 8

AM and continues until the next grade check on the following Tuesday. Students who regain eligibility can participate again beginning on the following Wednesday.

- Co-Curricular participation is defined as playing in games, performing in performances, traveling with teams, etc. Students who are deemed ineligible are still permitted to practice; however, they are highly encouraged to attend one hour of office hours with a teacher, to improve their grade(s), before attending practice or rehearsal.
- This review and restriction process will continue weekly for the rest of the semester for students to become eligible.
- The first-grade check of the semester will be six weeks after the semester begins.
- Additional measures for a student's return to eligibility may be required at the principal's discretion.
- Students who fail a first-semester course or fail to meet the minimum Christian service requirement will remain ineligible for the first six weeks of the second-semester term. At that time, eligibility will be redetermined each week.

Athletic Participation Requirements and Registration Policy

Registration Checklist

- Step 1: Complete your Sports Physical
 - Download the [AIA Pre-Participation Physical Examination Form](#) and bring it to your appointment.
 - Important: Physicals must be completed after March 1, 2026, to be valid for the upcoming athletic season.
- Step 2: Create your FinalForms Account
 - Register through [FinalForms](#) by selecting the Parent icon and clicking New Account.
 - Parents will need to:
 - Create an account using their name, date of birth, and email address.
 - Confirm their account through email.
 - Add and register their student-athlete.
 - Select all sports in which their students plan to participate.
- Step 3: Upload Required Documents
 - The following documents must be submitted through FinalForms:
 - Doctor-signed AIA physical form.
 - Medical history and health information.
 - Medical insurance information.
 - Brainbook certification (first-year and transfer students only).
 - Opioid course certification (first-year and transfer students only).
 - Anti-Hazing course certification (required for all students).
 - Transportation of Minors form (no longer requires notarization).

- Step 4: Complete Electronic Signatures
 - Parents/guardians and student-athletes must review and electronically sign all required athletic policies and agreements.

Need Help? For technical support with FinalForms contact: support@finalforms.com

Questions about athletics registration or required documents contact the Notre Dame Prep Athletics Department.

AIA Transfer Guidelines: Any student who attended another high school before enrolling at NDP, must complete the online AIA Transfer Form. Parents should schedule a meeting with the Athletic Director to discuss eligibility guidelines if needed. Incoming 8th graders do NOT need to fill out any transfer paperwork.

Bullying and Hazing Policies

Notre Dame Prep believes that bullying or hazing activities of any type are inconsistent with the educational process and the mission of our school. All such activities are prohibited and covered by the following Diocesan Policies.

Bullying:

BULLYING POLICY: (Policy 3.1.4.30, DIOCESAN HANDBOOK OF POLICIES, PROCEDURES AND NORMS FOR CATHOLIC SCHOOLS) THE DIOCESE STRONGLY OPPOSES AND PROHIBITS ALL FORMS OF BULLYING. ANY VIOLATIONS OF THIS POLICY WILL BE SUBJECT TO DISCIPLINARY ACTION, UP TO AND INCLUDING TERMINATION OR REQUIRED WITHDRAWAL.

It is the policy of the educational programs of the Diocese to maintain a learning environment that is free from any type of bullying (as defined in Section 2 below). The educational programs of the Diocese shall take reasonable steps to ensure that no student associated with these programs is subjected to any type of bullying.

It shall be a violation of this policy for any student to commit an act of bullying against another student.

Definition of Bullying:

- "Bullying" is any aggressive and unwanted behavior by a student or group of students that: is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between aggressor and victim; and is repeated over time, or causes severe emotional trauma.
- "Bullying" includes cyberbullying.
- "Bullying" does not include ordinary teasing, horseplay, argument, or peer conflict.

Procedures:

- Any person who alleges bullying by a student shall file a written complaint by providing a completed "Bullying/Harassment/Hazing Prevention and Intervention Incident Form" (See Appendix A.6) directly to his or her teacher, immediate supervisor, or Principal/Preschool Director. The complaint shall describe the perceived violation, name the perpetrator, identify any potential witnesses to the incident, and provide other information as requested.
- Allegations of bullying reported in accordance with this policy are taken seriously and will be appropriately investigated in a timely and professional manner.
- The educational programs of the Diocese prohibit and will not tolerate retaliation against an individual for making a good faith complaint of bullying, or for cooperating with the investigation of such a complaint.
- Anonymous reports or complaints will not be accepted or investigated due to concerns about reliability and the inability to investigate effectively, thoroughly, and impartially.
- Information will be treated with discretion and with due regard for confidentiality, of both the complainant and of the accused, with the understanding that information will be disclosed as necessary or appropriate to investigate allegations of misconduct and to take corrective action when this conduct has occurred.

The act was committed in connection with an initiation into, an affiliation with, or the maintenance of membership in any organization that is affiliated with an educational institution; and the act creates or contributes to a substantial risk of potential physical injury, mental harm, or degradation, or causes physical injury, mental harm, or personal degradation.

Procedures:

- Any person who alleges hazing by student shall file a complaint in writing by providing a completed "Bullying/Harassment/Hazing Prevention and Intervention Incident Form" (See Appendix A.6) directly to his or her teacher, immediate supervisor, or Principal/Preschool Director.
- The complaint shall describe the perceived violation, name the perpetrator, identify any potential witnesses to the incident, and provide such information as set forth in such form. Allegations of hazing reported in accordance with this policy are taken seriously and will be appropriately investigated in a timely and professional manner.
- The educational programs of the Diocese prohibit and will not tolerate retaliation against an individual for making a good faith complaint of hazing, or for cooperating with the investigation of such a complaint.
- Anonymous reports or complaints will not be accepted or investigated due to concerns about reliability and the inability to effectively, thoroughly and impartially investigate. Information will be treated with discretion and with due regard for confidentiality, of both the complainant and of the accused, with the understanding that information will be

disclosed as necessary or appropriate to investigate allegations of misconduct and to take corrective action when this conduct has occurred.

- The standard for determining whether conduct constitutes a violation of this policy shall be made by the school administration in its reasonable judgment. It is not necessary to show that the victim was psychologically harmed.

Bullying and Hazing Sanctions:

A substantiated charge against a student in one of the schools in the diocese shall subject that student to disciplinary action, which may include suspension or required withdrawal, consistent with the student discipline code.

The determination regarding appropriate disciplinary action shall be made by the school administration in its reasonable judgment, based upon the severity or pervasiveness of the conduct, the harm to the victim, and such other factors the school administration deems relevant or appropriate in its reasonable discretion.

Name, Image, and Likeness (NIL)

Name Image and Likeness (NIL): A student-athlete may benefit from the use of their name, image and likeness (NIL) provided the NIL is not connected to his/her AIA sanctioned high school team or activity program. NIL activities consistent with the guidelines in AIA bylaw 15.11.1.2 will not result in loss of amateur status. NIL activities may not be utilized to violate AIA bylaw 15.12 (Recruitment Rule).

- The compensation is not contingent on athletic performance or achievement.
- The compensation is not an incentive to enroll in or remain enrolled at a specific school.
- The compensation is not provided by the school, a booster club, a collective, or any person/entity acting as an agent on behalf of the school or athletic program.
- Intellectual property - No “marks” may be used including, but not limited to, school or district name, logo, uniforms, mascots, or any AIA logo.
- No school or district apparel or equipment shall be worn or used that includes school or district name, logo, uniforms, mascots, or any AIA logo.
- No AIA member school facility may be used for NIL activities.
- No activities in conflict with a school’s district policy may be endorsed. Examples include tobacco products, alcohol products and controlled substances.
- Within five (5) school days of entering into any NIL contract/agreement, a student, or the student’s parents/guardians, must notify the school’s Athletic Director of the agreement.
- Students and their families should seek professional guidance regarding collegiate financial aid, NCAA clearinghouse, legal and/or tax implications, among other concerns.
- If an athlete, his/her family member, or anyone else on behalf of that athlete, enters into an agreement with an individual, corporate entity, partnership, association, or any other

party or organization which violates the above guidelines will immediately lose all athletic eligibility.

Commitment

Athletes are expected to attend all scheduled practices, games, and team events. If there is an emergency or a reason a player misses a practice or game, it is up to the player to inform the coach that they will be absent. Medical and dental appointments should be made during non-practice and game times. There may be practices and games during holiday breaks and on student holidays. It should also be understood that missing practices and games may have an impact on the amount of playing time that a player receives and could result in removal from the team.

An individual student who attempts to participate in several extracurricular activities will, undoubtedly, be in a position of conflicting obligations. The Athletic Department recognizes that each student should have the opportunity for a broad range of experiences with extracurricular activities. Students and their parents/guardians are responsible for mitigating conflicts as much as possible and not over-committing.

Please refer to your specific team/program with attendance policies.

Communication Guide for Athletes, Parents, and Coaches

Both parenting and coaching are extremely difficult vocations. The success of our athletic programs and the development of our student athletes are the result of a collaborative effort between parents and coaches. To assist in achieving this end, the following communication guide is provided to help clarify roles and expectations of each party as they relate to communication between parents, coaches, and athletes. It is important to remember the 1st link in the communication network is the one established between coach and student-athlete. Encourage your child to speak directly with his/her coach with concerns and questions.

Diocesan Guidelines

The Diocesan Safe Environment Policy has strict protocols for how coaches communicate with their players. These are not optional. Please be certain that all communications between students and adults are through official NDP sites. Students' NDP email, Hudl, Ball Frog, Sports You, and Band accounts are all that is allowed. (However note, parents are allowed to communicate with Coaches via the parents personal email) It is not appropriate nor allowed for parents or students to communicate with coaches via the coaches personal cell. If your child already has this information for any reason, it must be deleted and not used. If you have any questions, Michele Gioffre is our primary Safe Environment Coordinator. Please contact her if you need clarification.

Communication PARENTS should expect from COACHES:

- Coaching philosophy.
- Expectations and season goals for your child and the team.
- Locations and times of all practices and contests.
- Team requirements, such as special equipment, strength and conditioning programs, etc.
- Procedure for handling injuries that occur during participation.
- Team rules, guidelines, and consequences for infractions.
- Varsity Lettering criteria.
- Team selection process.
- Eligibility requirements (including academics and attendance).
- Proper care and responsibility for equipment issued by the school.

COACHES are not expected to respond to questions involving the following topics:

- Amount of playing time, positioning, event entry.
- While it can be difficult to accept your child not playing as much as you would like, coaches make these complex decisions based on what they believe is best for the student-athletes and the team.
- Team strategies, game tactics, play calling, etc.
- Any discussion of other student athletes.

Communication COACHES should expect from ATHLETES & PARENTS:

- Advance notification of any schedule conflicts.
- Notification of illness or injury as soon as possible.
- Concerns expressed directly to the coach.
- Examples of appropriate topics for discussion:
 - The treatment of your child.
 - Ways to help your child improve his/her skills.
 - Concerns about your child's behavior.

If athletes/parents have a concern to discuss with a coach, the following procedure should be followed:

- Please do not attempt to confront a coach before or after a contest/practice.
- Athletes should express their questions/concerns directly to the coach.
- All coaches should have an open-door policy for conferences with players. Players can be confident that their concerns will be respectfully heard, held in confidentiality, and addressed promptly.
- Parents/Guardians requesting a meeting should e-mail the coach to schedule an appointment.
 - If the coach cannot be reached, please contact the Assistant Athletic Director, he/she will arrange a meeting for you.

- The following meeting guidelines should be followed:
 - The coach will meet with the parents/guardians of one player at a time.
 - The coach is not expected to approve requests to meet with larger groups.
 - Student-athletes must be present for the parent/coach conference; bringing all parties to the same table can bring prominent issues to light and lead to the most effective resolutions.
- If a parent/coach conference did not provide a satisfactory resolution:
 - Call or email to schedule an appointment with the School Athletic Director to discuss the situation.
 - Please note that the athletic director will inquire about whether the parent has addressed the concerns with the coach. At this meeting, the appropriate next step can be determined, if necessary. The coach is not expected to approve requests to meet with larger groups.

Please Note: Parents should only contact the administration after attempting the resolution of issues through the first steps above.

Communicating with athletes during practices and games

Parents and family members are urged to not communicate with athletes once warmups begin for practices and/or contests. NDP athletes should begin practices/contests completely focused on the task at hand. If there is an emergency and communication between the athlete and family is necessary, please see a coach immediately.

Rosters and Playing Time Philosophy

The following is used by our coaches regarding the building of team rosters and playing time:

- Varsity Level Programs: The philosophy of the Varsity program is to select the most outstanding athletes for a particular sport and place the best combination of athletes into a game or match situation. This combination of athletes is determined by the coaching staff based on their evaluation. Individual athletes are not guaranteed playing time. During practices (and contests), all athletes have an opportunity to improve their skills and demonstrate their athletic ability. Each coach determines playing time for players based on what is best for the team and the individual athlete. Making a varsity roster one year does not guarantee a roster spot on varsity the following year.
- Junior Varsity and Freshman Level Programs: The philosophy of Sub-Varsity levels is emphasizing developing each athlete's skills. During practices (and contests), all athletes have an opportunity to improve their skills and demonstrate their athletic ability. Individual athletes are not guaranteed playing time, but the coaches will attempt to play as many athletes as possible as part of the development of future varsity Saints. Making a JV or Freshman team does not guarantee a roster spot on any level the following year.

- Program Level Rosters: Only ninth grade students can play on Freshman teams. Ninth, tenth, and eleventh graders can play on JV teams; seniors may not be on JV or Freshman teams. Ninth through twelfth can play on Varsity teams.

Roster decisions are based on the following and this could change from year to year:

- overall number of athletes
- athlete's skill level at a particular grade level
- athlete's attitude, effort, attendance, and commitment

Athletics Chain of Communication

Just as in academics, students are urged to advocate for themselves in athletics, House, and club events. Developing this essential skill is crucial as you share your love of Christ with the world.

At NDP, we encourage you to use our communication chain if you have any questions or concerns on campus. Students, should a concern arise during an athletic season, House, or club event, the following procedure should be followed:

- To help you and your fellow students build self-advocacy skills, the first line of communication should always be with your coach, head of House, or club moderator.
- After you have communicated with the coach, head of House, or moderator, your parents can contact them directly via email, if necessary.
- If an athletic issue remains unresolved, your parent should then communicate the concern with the Athletic Director, Dennis Coyle - dcoyle@ndpsaints.org.
- Parents should only contact the Assistant Principal assigned to you if the chain of communication has been exhausted.

Attendance Requirements for Athletic Participation

- Students must be in class by 9:30 AM and may not leave school before the end of the school day to be eligible to participate in athletics (games or practice) for that day.
- If it is Mass Day, students must be on time and attend Mass to participate in athletics (games or practice) for that day.
- Exceptions are made exclusively at the discretion of the Athletic Director and only when prior arrangements have been approved.
- If a student arrives after 9:30 AM or leaves early before the end of day bell, parents will need to contact the Athletic Department to communicate the situation. There is no guarantee that students will be able to participate in athletics (games or practice) for that day.
- Students MUST return with a note from the Doctor's office showing the date, time, address, and clearance to participate in athletics that day. This note must be given (hard copy or electronically) to athletics to be cleared to participate.

- Students may not participate in or attend any after-school activities if they are sent home sick.

Conduct Rules and Regulations for Athletes

The athletes of Notre Dame Prep occupy a position of leadership and influence in the school and community. Consequently, the Notre Dame Prep Athletic Department has determined that all athletes must abide by the following listed rules and regulations.

There shall be no:

- Possession or use of drugs (except approved medications)
- Possession or use of drug paraphernalia
- Possession or consumption of alcoholic beverages
- Stealing
- Vandalism of school, private, or community property
- Lying
- Possession or use of tobacco
- Fighting
- Verbal, sexual, or physical harassment of anyone (including Bullying/Hazing)

Language and dress shall be in accordance with Notre Dame Prep standards. Athletes will dress appropriately and neatly on all trips and during practices. No tank tops or mid-riff tops are allowed during practice sessions. Athletes are also required to wear the approved shirt during any NDP practice, both inside and outside.

No tattoos may be visible, and no jewelry may be worn during any athletic event when representing Notre Dame Prep. This includes all games and practices. Failure to abide by this policy will result in suspension from practices or games.

Athletes are responsible for completing all pre-season requirements before attending any practice sessions. (This includes transfer paperwork for any transfer student). Athletes will follow all AIA and NDP rules regarding eligibility and are responsible for maintaining their own eligibility.

Exemplary conduct will be demanded during games, trips, and on campus. Athletes must always respect parents, teachers, coaches, staff, administrators, opponents, and AIA officials. NDP athletes will always abide by and respect officials' decisions.

Ejections and Sportsmanship

- Notre Dame Prep follows the Arizona Interscholastic Association (AIA) Sportsmanship Rule (AIA Bylaws Article 16.3, as amended) regarding all student-athlete ejections.

- Any student-athlete ejected from a contest is immediately removed from participation for the remainder of that contest and may not participate again that day. Additional suspensions will be imposed in accordance with AIA rules.
- Examples of current AIA penalties include:
 - A student-athlete's first non-fighting ejection results in suspension for the next contest (1).
 - A student-athlete's second non-fighting ejection results in suspension for the next two (2) contests.
 - A student-athlete ejected for fighting is suspended for two or three (2 or 3) contests, depending on the sport, and may be required to complete an approved sportsmanship course before regaining eligibility.
- Repeated ejections during the same season may result in season-ending consequences for student-athletes.
- End-of-season ejections carry over to the next sport season in which the individual participates.
- Appeals are made through the Athletic Department and can only be made for special circumstances, in accordance with AIA bylaws and Athletic Director approval.
- The Athletic Department reserves the right to impose additional disciplinary consequences when deemed appropriate.
- This includes events in which no ejection takes place, but behavior falls short of NDP standards.
- For complete procedures, penalties, appeals, and definitions, please refer to the current AIA Bylaws, Article 16.3 (Sportsmanship Rule).

Sportsmanship Expectations / AIA Sportsmanship Ratings

- NDP student-athletes and spectators are expected to demonstrate respect, integrity, and good sportsmanship at all times. The Arizona Interscholastic Association (AIA) maintains a Sportsmanship Program through which member schools are evaluated by opponents and contest officials.
- Sportsmanship ratings occur in the areas of Overall Program, Coaches, Players, and Fans/Spectators.
- Because these ratings reflect the conduct and reputation of the entire school community, NDP student-athletes are expected to demonstrate respect, self-control, integrity, and good sportsmanship before, during, and after all contests. Student-athletes should understand that their actions, as well as the conduct of spectators representing NDP, contribute to the school's overall sportsmanship rating.
- The Athletic Department reserves the right to impose additional disciplinary measures for conduct that violates the principles of sportsmanship, regardless of whether an ejection or official penalty is issued during a contest.

Strength & Conditioning

- The Strength and Conditioning Program supports the mission of Notre Dame Prep and of the NDP Athletic Department. The Program is available to all NDP teams and student-athletes.
- Attendance at all in-season team strength and conditioning sessions is mandatory and cannot be replaced by a private off-campus workout session. Unexcused absences from such sessions will be viewed as equal to absences from team practices and will dictate the same consequences.
- If a team plans to hold strength and conditioning sessions in the off-season, such sessions will be voluntary, but highly recommended.

Lettering and Awards

- Individual head coaches will determine the criteria for receiving an athletic letter and other athletic awards that pertain to their given sport. Awards will be given at an end-of-the-year awards banquet or ceremony.
- In most cases, the end-of-the-season awards banquet/ceremony officially ends a particular season. All athletes are expected to attend. The school dress code will be enforced for the athletes: The banquet is optional for parents and guests. Parents, guests, and athletes will be charged the appropriate fee to attend.
- End-of-season awards banquets will continue to be program-based. Options for on-campus award banquets will be made available to all teams depending on availability.

Senior Media Day / Team Picture Day

Senior Media Day is a day for senior athletes. NDP Athletics schedules Media Day for each of our three seasons – Fall, Winter, Spring. Once dates are finalized, they will be sent out to coaches who will then pass along to their teams. Please make sure to plan accordingly, as there will be no make-up Media Days. Media Day will consist of the following:

- Individual pictures for purchase for families.
- Individual picture for senior banners.

Team Pictures

Picture Day is an opportunity for our teams to take a team photo and individual photo for our yearbook, social media, and individual family purchase. The Athletic Department works tirelessly to make sure dates and times work with the athletics schedule and so that students do not miss class time.

Athletic/Spirit Wear

NDP has several options for athletes, parents, and fans to purchase approved NDP athletic/spirit wear.

First, NDP's Equipment Manager opens BSN stores once athletes make a team roster. Coaches and the Athletic Department can help to decide items for purchase. Information will be sent to individual teams and coaches on what is available for those specific programs.

Second, NDP's school approved BSN online 24/365 store, where fans can choose logos, different sports, and other fun designs.

<https://sideline.bsnsports.com/schools/arizona/scottsdale/notre-dame-prep-high-school>

Our on-campus store, located in the Gym Lobby, also sells NDP athletic/spirit wear. Check the school calendar for days and times each week the Spirit Store is open.

Families are not permitted to print non-NDP approved spirit wear on their own, using stores not in partnership with NDP.

Changing Teams Policy

The following guidelines pertain to the athletes' choices concerning the move from one program to another program during the same season and different seasons.

Same season before the first scheduled contest:

- Before the first scheduled contest in which an athlete suits up, an athlete may choose to transfer from one program to another program with the consent of the head coach for both of those two sports and athletic administration.

Same season after the first scheduled contest:

- After the first scheduled contest in which an athlete suits up, an athlete may not transfer from one program to another program without meeting with the Athletic Director and the coaches involved to discuss the situation.

Two sports in the same season:

- Athletes may not participate in two programs during the same season without the consent of both head coaches and the athletic administration.

Terminating participation:

- If an athlete decides to terminate his/her participation on a team after the team has been chosen and before the end of the season, that athlete is ineligible to participate in any capacity (including off-season workouts) with another school sport team until the previous season is officially over. The last contest at the level on which he/she was

participating will mark the end of the season. The athlete also will be held out of the first contest in the next sport in which he/she participates. Individuals can request, in writing to the athletics office, an exemption from this action.

Senior Night Celebrations

Senior Nights typically take place on one of if not the last regular season home game and are a special opportunity to acknowledge senior athletes for their commitment to being part of a “team” or “program.” Acknowledgements are the sole responsibility of the coaching staff, team members and athletic department.

A typical senior night celebration includes announcement of athlete, including years playing sports at NDP, parent names, favorite memory, college planning to attend and flowers given to the senior athlete by the athletic department. Both Bemis Field and the NDP Gymnasium have the functionality to include pictures/video clips of seniors during announcements. A questionnaire will be sent to the seniors by either their coach, team parent, or the athletic department. Seniors are responsible for filling them out and returning them to the person who sent it out. These questionnaires will be used to introduce the athletes and give their information as they walk out to the field, court, gym, etc.

In the tradition of good sportsmanship, senior night celebrations should move at a quick pace to allow for the game to begin as scheduled so that the opponent is not waiting too long. Gifts such as more flowers, photo albums, picture frames, and/or team decorated t-shirts are all wonderful tributes to be given by the members of the team.

The idea that every senior should play on senior nights cannot always be accomplished nor should it be an expectation. While our coaches will try to find opportunities to get seniors into this game, if possible, the goals for the team often outweigh those of the individual senior athlete.

Team Fees

Team fees may be collected once rosters have been set. Per the Finance Office, NDP has moved away from parent reimbursements; reimbursements will NOT be given to parents. Teams must use their RAMP credit card for all purchases; this process and instructions are sent out to coaches and team parents.

- Prior to the start of each season, team fees may be collected for the following:
- Required practice/game uniforms/gear.
- Food on game days.
- Travel expenses.
- End of season awards banquet.
- Team fees may not be collected for the following:

- Team gifts before/after games.
- Snacks.
- Team dinners.
- Senior choice clothing items.

Team Parents

The role of NDP team parents:

- Streamline communication among coaches, players, parents, and athletic department.
- Organize other parent volunteers, including those for team dinners, end-of-season awards, game support, community service, coach gifts, etc.
- Plan and track team expenses, if necessary.
- Other duties as requested by the team coach(es).

Team Parents are the ‘General Manager’ of the parent volunteers, but all parents should share in the volunteer work. The team parent will work closely with the coach(es) and athletic department to coordinate all activities. Each coach/team is different, so the team parent should work with the coach to understand the coach’s preferences.

Transfer Policy

The parents of any athlete transferring to Notre Dame Prep after attending another high school It is important for parents and athletes to understand the eligibility rules for transfers.

Any athlete who has transferred to Notre Dame Prep from another school must complete transfer student forms. Form 550 is required by the Arizona Interscholastic Association and must be completed before the athlete can participate in sports at Notre Dame Prep. This form can be found on the AIA website (www.aiaonline.org). Based on the information provided, the Athletic Department will determine a student’s eligibility to compete.

Notre Dame Prep will abide by the current AIA Transfer Policy penalty, which ranges from no penalty to sitting out an entire year. The transfer policy can be found at www.aiaonline.org

Transportation Policy

If transportation is provided to the game/event location and back to NDP, students are expected to ride with the team and coaches on that scheduled bus.

If students have an extraordinary reason that they CANNOT travel with the team to the event location, the Athletic Department and Coaches must receive written communication at least 24 hours in advance asking for approval to use their own transportation and hence, meet the team at the location; For example: attending an off-campus event such as a funeral, academic testing, college visit, etc. Permission is not guaranteed.

Away games:

If parents are present at the game site, students are allowed to leave with their own parents if your program permits, however Coaches are required to get the below acknowledgement in writing from that parent in an email sent to the coach to formally “check the athlete out” from the event. This email is required 24 hours in advance of the game and must include the following information in the email (please share this with your parents so they can copy/paste into an email to send to you):

I acknowledge that a parent/guardian will be transporting my student from the location where the athletic event took place and the coach will release the student into my supervision. I assume all risks and hazards associated with my child leaving with an adult family member. I further acknowledge, understand, and agree that the school will not be held responsible for any claims, injuries, or damage that may arise once my child is released into my supervision from the named event.

Coaches are still required to make contact with parents at the actual site of the event prior to students leaving with that parent.

If a student’s parents would like them to go home with OTHER players’ parents, emails must be sent to the Coach from BOTH sets of parents (the parent driving and the parent whose child is driving with them) explaining that permission has been granted for a student to go home with another parent. This is required 24 hours before a student leaves with that other parent.

- Students may NOT go home with a friend who is driving under any circumstances.
- Students MAY go home with a sibling, again with written permission (email) from the student’s parents in advance of them leaving with the sibling.
- All other students not associated with any of the situations above, must ride with the coaches and players back to NDP.
- Once dropped off at NDP, Coaches must stay with the students until they are picked up to go home. All students must be supervised. If another staff member is present, they can supervise until the students are picked up (e.g. Security, ADs, Staff)
- For those students/teams that practice off-site or have AWAY games in which NDP transportation is NOT provided, e.g. ice hockey, swimming, tennis, beach volleyball, golf, mountain biking, cheer, etc., students are allowed to drive themselves and siblings to the location.
- All families have electronically signed a Diocese Transportation form for when NDP DOES NOT provide transportation in Final Forms.

Please note what this form says:

In the event the school does not provide transportation:

I acknowledge that I am responsible for the transportation of my child and assume all risks and hazards associated with my child driving, or as a passenger in a vehicle. I also acknowledge, understand and agree that my child, if driving, is NOT driving on behalf of or for the benefit of the school and is NOT an agent of the school. If my child is a passenger I acknowledge, understand and agree that the driver is not driving on behalf of or for the benefit of the school and is NOT an agent of the school. I further acknowledge, understand and agree that the school will not be held responsible for any claims, injuries or damage that may arise out of my child driving to and/or from the named event, or as a passenger in a vehicle traveling to and/or from the named event.

Uniforms and Equipment

Athletes are responsible for the proper care of all uniforms issued by Notre Dame Prep. All washing should be done in a cold water setting to prevent colors from bleeding or running. NO uniforms should be washed in hot water. Pre-wash products should be used when necessary. All uniforms should be air-dried and not put into a dryer.

Athletes are responsible for returning all school-issued uniforms and equipment in good condition. Athletes are responsible for turning in all athletic uniforms and equipment issued to them immediately after completion of any sport season. Athletes are not allowed to participate on another team or in other school activities and transcripts may be held until articles have been returned or paid for. Note for seniors- transcripts may be held if uniforms are not turned in at the end of the year. Athletes cannot tryout for another sport, practice with another NDP team and/or get new uniforms for a different season of sport until their uniforms are turned in.

Athletes are also responsible for the proper care of all Notre Dame Prep equipment. Any equipment issued to an athlete should be returned in the same condition as when it was issued. The athlete will be responsible for the replacement cost for any lost or damaged equipment. Normal wear and tear will be accounted for.

NDP Athletic Event Spectator Behavior Guidelines

- Athletic events should take place in an environment that is safe for all involved. All participants (athletes, coaches, officials, and spectators) play an important part in ensuring that this happens. Many times, teams and schools are judged and remembered for the sportsmanship they exhibit more than anything else.
- Athletes and coaches should be able to compete at any level without the fear of making mistakes and being ridiculed for those mistakes. Officials should be able to work free of ridicule and fear of retaliation. Remember that cheerleaders are there to lead cheers in support of their team not against the other team, and the spectators should do the same.
- For the safety and enjoyment of all people involved, NDP has instituted strict guidelines for spectator behavior at all home and away contests. Spectators must avoid the following

behaviors, or they will be asked to leave the school grounds without reimbursement of the entry fee.

- Repeat offenders may be banned from all NDP events for the remainder of the school year.
- Unacceptable spectator behavior includes but is not limited to:
 - Cheering against the opponent
 - Rude attempts to distract
 - Yelling at or calling an opponent by number or name
 - Cheering against the officials
 - Chanting in response to a call
 - Yelling at or referring to an official by a name
 - Altercations with opponent spectators
 - Hostile verbal exchanges
 - Hostile non-verbal communication
 - Disrupting other spectators
 - Inappropriate or abusive language which includes “sound-a-like” chants.
 - Throwing objects in the stands
 - Loud or obnoxious yelling or noises
 - Holding large objects that can block the view of others
 - Disrupting play
 - Entering the playing area during and after the contest
- Any adult spectator removed from a contest is required to complete the NFHS sportsmanship course and provide a certificate of completion before attending future contests. Any subsequent removal of the same spectator shall result in the inability of that spectator to attend contests for the remainder of the season of sport.

Notre Dame Preparatory High School Athletic Handbook Contract Statement

Parent and student-athlete must now sign electronically in Final Forms that they understand the rules and regulations contained in the athletic handbook. Knowing and following the rules and regulations will allow the student-athlete the best opportunity to fully participate in NDP athletics.

Thank you for being an important member of the NDP athletic community.

GO SAINTS!