



HOLY NAME ELEMENTARY SCHOOL

215 W. Horner Street
Ebensburg, Pennsylvania 15931
(814) 472-8817

Letter of Welcome

We wish to welcome you to the volunteer coaching staff at Holy Name School. The Athletic Association appreciates your willingness to give your time and talent to our children who participate in the sports program.

As a volunteer coach you are required to submit the following information to the school office or Holy Name Athletic Director prior to the beginning of your sport's season:

- A letter of intent stating the sport and grade level you would like to coach (regardless if you have coached this in previous years)
- Updated clearances including criminal background checks and child abuse history
- Date and location of Protecting All God's Children training

Being a coach provides you a unique opportunity to positively influence children. There are certain expectations for coaches' behavior and the following list highlights these expectations:

- Develop the skills of all players, challenging them to a higher level through active participation in practices, play development and games. Work to develop sportsmanship in all situations – winning, losing, bad calls made for and against the team
- Coaches must be present in the gym for students to be in the gym. No warm-ups or practice can begin without coach being present
- Coaches are responsible for distributing and collecting all uniforms
- Injury reports should be returned to the school office within 48 hours of injury
- Varsity players should be able to recite memorized prayer before each competition
- **Corporal Punishment/Verbal Abuse** – at no time is any coach to engage in any type of physical punishment or verbal abuse with children. Pushing/shoving of students, pulling hair, swatting students for example and/or verbal/emotional abuse will not be tolerated
- **Accidents** – When a child is injured at a practice or game, a written statement needs to be submitted to the principal. The statement needs to include the type of injury and steps taken to assist the child. Parents should be notified of injuries that occur in practices or games.
- **Medication** – Aspirin, Tylenol, Ibuprofen or any such substance is never to be given to students. If medication is to be given there must be a doctor's note authorizing such and a parent's noted granting permission. When this occurs principal must be informed and notes kept on file in the school office

In order to make this coaching experience a positive one for you and the students, we are asking that

you carefully read the attached information and suggestions. Also, all coaches are expected to read and follow the Holy Name School Athletic Association Bylaws and the Diocesan Sports Rules and Regulations. Copies of these documents can be obtained in the school office.

In regards to the Bylaws, we would like to highlight the new Article XII as follows:

Article XII: Determination of Teams (applies only to basketball):

1. When a sufficient number of players and coaches make a commitment to participate in basketball prior to the season, in general, there shall be one boys team and one girls team for each grade
2. On recognition of the greater emphasis on participation and instruction at the Pee Wee level (grade 6 and below) the minimum number of players for a Pee Wee team shall be seven (7). As such, should more than fourteen (14) students commit to play in a given year, and should sufficient qualified coaches (2 or more) volunteer to provide the necessary oversight, upon request of the coaches, the Athletic Association Board may allow two teams per grade. In such a case, however, players must be divided as equitably as possible between the two teams based on the coaches' best judgment as to their overall abilities.
3. If, in a given year, there are insufficient players in either the 5th or 6th grade to field a team, then both grades will be combined. Should the total number of players be equal to or more than fourteen (14) the above rule regarding the division of teams will apply.
4. Given the higher level of competition offered at the Varsity level (7th and 8th grades), and the higher expectation for such teams to participate and advance in the Diocesan playoff system, the general rule is that there will be one team (boys and girls) representing each grade. At the Varsity level there is no maximum number of players on a team
5. In recognition of the higher level of competition at the Varsity level, the minimum number of players on a team shall be eight (8)
6. If in a given year there is an insufficient number of players to field a team for a given grade at the Varsity level then the players from both the 7th and 8th grade teams will be combined to form a single Varsity team. **If, however, one grade has a sufficient number of players and the other does not, the grade with the insufficient number may call up players from the Pee Wee team from the subsequently lower grade (players called up would be based on the coaches' best judgments to their overall abilities with oversight provided by the Athletic Director/Association). This would leave the grade with sufficient number intact.** (Example: 7th grade girls have 10. 8th grade girls have 5. Rather than combining, 7th grade would remain an independent team and the 8th grade would invite the 6th grade girls pee-wee participants to join the team.)

We again appreciate your gifts of time and talent as a volunteer Holy Name coach. Without your dedication and commitment we would not be able to offer our students such an excellent athletic program.

Mrs. Robin McMullen, Principal
Holy Name School Athletic Association