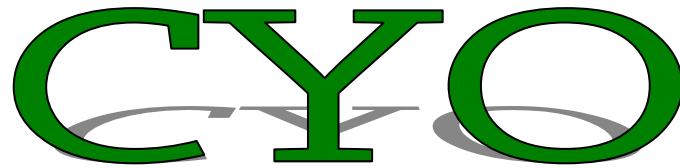


Assumption Vikings

*Catholic Youth Organization*



*Handbook*

## MISSION STATEMENT

The CYO is one component of a parish's comprehensive youth ministry program, including athletics, spiritual, cultural and social, which enables the partnership of parents, coaches, priests, religious, teachers, and adult leaders to manage and support a sports program that allows youth to grow in their relationship with God and come to better understand themselves and the Catholic Faith.

Such a program:

- Employs healthy and enjoyable competition to promote the sharing of gospel values among athletes, students, parents, coaches and moderators.
- Assists parish leadership in nourishing the emotional, spiritual, social and physical needs of young people.
- Encourages young people to appreciate the gifts that they possess, and challenges them to share these gifts with their community.
- Allows youth to witness the life of Christian discipleship in their coaches and adult leaders.
- Encourages youth to become responsible members of their faith community.

## ASSUMPTION CYO PROGRAM

Our program is a Christian education program focused on child and adolescent development. Our CYO program is a key aspect of this development. In short, it is:

### ABOUT THE KIDS AND FOR THE KIDS

It is important to the success of our CYO to have broad participation and support all parties associated with the program as well as the community. Further, it is important to note that all coaches, coordinators, and Board members are volunteers.

CYO is an extension of the Christian education our children receive through the Church. The overriding motivation for the program is the involvement of as many youngsters in Christian activities as possible. The leadership skills gained from operating within the rules and accepting authority are the result of an effective CYO athletic program.

### Board Members (as of 2/6/13)

|                                       |                |
|---------------------------------------|----------------|
| <b>Athletic Director</b>              | Jim Lomanno    |
| <b>President</b>                      | Debbie Tumpak  |
| <b>Operating Officer</b>              | Bob McDonough  |
| <b>Treasurer</b>                      | Charlie Curran |
| <b>Development Officer</b>            | <i>Open</i>    |
| <b>Recording Secretary</b>            | Denise Pfender |
| <b>Facilities Officer</b>             | Bob Kinkade    |
| <b>Information Technology Officer</b> | John Chiodo    |

## ASSUMPTION CYO PROGRAM

1. Approval for the CYO Program at Assumption is granted by the pastor or his designee.
2. Assumption CYO Program is a chartered member of the Archdiocesan Youth Ministry Program. Assumption is a member of Region 19.
3. Athletic programs sponsored by Assumption shall at all times reflect the CYO Mission Statement of the Archdiocese of Philadelphia. The mission statement appears on the first page of this handbook.
4. The overriding motivation of the Assumption CYO Program is the involvement of as many students as possible in athletic competition and other events within a Christian context.

Through sports, students are provided with opportunities to grow in their faith through the guidance, direction and coaching of adult Christian men and women; to form friendships; and to deal graciously with both victory and defeat.

5. The following programs are offered at Assumption:

### *Sports Programs:*

#### **Fall**

Soccer (All grades)

Football (Grades 5-8)\*

Cheerleading (All grades)

Cross Country (All grades)

#### **Winter**

Basketball (All grades)

Volleyball (High School)

#### **Spring**

Softball (Grades 4-8)

Baseball (Grades 5-8)

Track (All grades)

\*Includes students from St. Christopher, St. Ephrems, St. Albert, and St. Bede's

NOTE: ABVM CYO reserves the right to not field teams in any of the above listed sports based on availability of volunteer coaches and/or sufficient players.

6. There are two classifications of teams for basketball and football.

#### a. **"A" Team (Region)**

This level of play is designed for a higher level of competition; therefore, try-outs may be required for play at this level. Eligibility for this level of play is determined by general tryouts for each grade level or grouping (e.g., 5<sup>th</sup>-6<sup>th</sup> grade). Tryouts are conducted by the sports coordinator or his/her designee. Student performance is evaluated and rated by the sports coordinator and coaches. From this data, the "A Team" members are selected.

It should be noted that due to the more competitive nature of this league, coaches are not mandated to guarantee equal playing time for each player during games. ABVM Coaches are instructed to play all players during a game, unless agreed-upon disciplinary action/inaction necessitates otherwise.

#### b. **"B" Team (Parish)**

This level is less competitive for the student but helps with instruction and practice in the basics of the sport. Each student is required a certain amount of playing

time during games. The amount of time varies per sport. "B" Teams are considered part of a regional parish league.

## 7. Team Size Guidelines

The ABVM CYO program can only be successful if time can be spent with the players during each season for practices as well as provide adequate playing time during games. The coach and coordinator make the final decision on team size, which they think is best for players and the program. However, the size of the teams must be controlled and subject to Board review; the guidelines are as follows:

### Soccer

| <u>Team</u>  | <u>Minimum</u> | <u>Maximum</u> |
|--|----------------|----------------|
| Varsity & Junior Varsity (5 <sup>th</sup> thru 8 <sup>th</sup> grades) | 13             | 19             |
| Novice (3 <sup>rd</sup> and 4 <sup>th</sup> grades)                    | 10             | 16             |
| Pee-Wee (1 <sup>st</sup> and 2 <sup>nd</sup> grades)                   | 8              | 12             |

**Baseball / Softball** - Not to exceed 17 players.

### Basketball

| <u>Team</u> | <u>Minimum Players</u> | <u>Maximum Players</u> |
|-------------|------------------------|------------------------|
| *Region     | 8                      | 12                     |
| Parish      | 8                      | 12                     |

\* For Region teams, the preferred team size is 10 players

| <b>**Football</b> | <u>Minimum Players</u> | <u>Maximum Players</u> |
|-------------------|------------------------|------------------------|
|                   | 15                     | 40                     |

\*\*Football will be divided into an "A" Team and "B" team depending on level of player ability

**Track / Cross Country / Cheerleading** - no team maximums.

## 8. Registration Fees

The registration fee(s) are different for each sport. The fees are as follows:

|                          |   |
|--------------------------|---|
| <b>Soccer</b>            | \$85 per child ( <i>add discounted rates for families</i> )   |
| <b>Baseball/Softball</b> | \$85 per child  |
| <b>Basketball</b>        | \$85 per child  |
| <b>Football</b>          | \$200 per child, \$25 reduction for each registration from the same household, plus additional fundraising established each year. |

The club fee for:

|                          |                |
|--------------------------|----------------|
| <b>Track</b>             | \$30 per child |
| <b>Intramural soccer</b> | \$30 per child |
| <b>Summer programs</b>   | \$30 per child |
| <b>Cheerleading</b>      | \$40 per child |

This fee is used to partially offset the cost to purchase equipment, uniforms, facilities costs and charges for officials. This is why we also reinforce that you identify the Assumption CYO on your United Way contribution because the registration fee does not cover the cost of the entire program.

**What is the refund policy if my child changes his/her mind or is removed from the team for academic or disciplinary problems?**

There are no refunds once the first regulation game is played. In the case of football refunds will not be honored once Game Jersey has been ordered (approx. August 31st).

**Scholarships for Players / Participants**

Players / Participants in need of financial assistance may have all or portion of a sports registration fee waived. All scholarships provided will be confidential. The request or an identified need should be submitted or brought to the attention of the Board President. In a private meeting, the full board will review the request and approve or deny the request or ask the President to obtain additional information in order to make a decision.

**10. Student Eligibility**

**a. Parish-School Students**

- i. A student-athlete who attends a parish's school is eligible to participate on that parish's CYO team.
- ii. A student-athlete who attends a separate parish's school from his/her registered parish may participate with either parish's CYO, but they must immediately establish a preference.
  1. Upon establishing a preference, the student-athlete must participate with the designated entity for the remainder of the CYO Year.
  2. Exception: if the chosen entity does not offer a particular sport, then the student-athlete may participate, for that sport only, with the entity which was not originally selected.
  3. At no time may a student-athlete participate for the same sport at 2 different CYO entities.

**b. Non Parish-School Students**

- i. A student-athlete whose family is a registered member of the parish and attends a school (public, private, or Catholic which is not part of CYO) other than their parish's schools or is home-schooled is eligible to participate for their registered parish's team.

**c. Years of Eligibility for Grade School Athletes:**

- i. Junior Varsity – 2 Years
- ii. Varsity – 2 Years

**d. Grade School Residence Requirements:**

i. **General Residence Eligibility**

1. Athletes must be either registered members of the parish or attend the parish school, otherwise they cannot participate.

ii. **Change of Residence**

1. **Before the Start of the Season** – if an athlete moves out of his/her parish prior to the official start date of a sport's season, the athlete is ineligible to participate with his/her former parish.
2. **After the Start of the Season** – If an athlete moves on or after the official start date of a sport's season, he/she may choose to participate with their new or old parish.

e. **Academic Requirements**

- i. Students must maintain passing grades in order to be eligible to play CYO sports. Failure in these areas makes the student ineligible for CYO sports for that marking period.

**11. Players/Participants:**

The primary role of a player is to learn his/her sport while demonstrating good sportsmanship. Players are expected to make all scheduled games and practices. By signing up for a sport, players agree to follow coach's instructions during practices and games.

A player is responsible for the care of equipment provided him / her. Likewise, a player must never damage athletic fields or facilities including bathrooms at anytime. Assumption sports uniforms must be returned to the coach as directed by the coach or within 10 calendar days from close of season, whichever is earliest. Failure to return the uniform will result in the player not being able to participate in any future Assumption CYO programs until the uniform is returned or the uniform and any appropriate penalty (as determined by the Treasurer) is paid.

**12. Parents**

Parents are essential in assisting with and attending fund raising events including the food stand for various sporting events. These events allow the CYO to operate with a reasonable registration fees. Payment of the registration fee in a timely manner is required.

We ask parents to respect the coach's decision about playing time and the level of play designated for your child. The decision for the level at which your child is selected to play is in his / her best interest and is considered final.

Parents are encouraged to get involved and participate as well as support any community activities identified by the team. Further, parents are encouraged to attend monthly Board meetings. The Board meetings will be posted at the beginning of each calendar year. Normally, the meetings are held the first Tuesday of the month (excluding July) at the Assumption Gym. Meetings begin at 8:00 PM. The time, place and/or date are subject to change with or without notice.

Each team should have a parent's meeting at the beginning of the season to assign duties to support the coach so that he or she can concentrate his or her efforts on games, practices and individual skill development. The set-up of the fields, maintaining the condition of the facilities, security before, during and after events, game support (timekeeping, score keeping, flag, chains, etc.) are the responsibilities of the parents, not the coaches or players.

Parents are expected to engage in and reinforce sportsmanlike/Christian conduct. A parent engaging in inappropriate or non-supportive behavior of players/participants, coaches, moderators or CYO program as whole is subject to disciplinary action similar to that of a player/participant or coach or moderator.

In the event a parent has a problem with a coach's or moderator's decision, he or she should request a private meeting after practice or game to discuss. The parent should first encourage his or her child work first with the coach and if assistance is needed, a parent should arrange to help the player discuss his or her concern with the coach/moderator in private. After meeting with a coach and a matter remains unresolved, a parent or player should arrange a private meeting with the coach and the coordinator. All final appeals may be presented to the Athletic Director. Player selection, All-Star selection, or discipline related to inappropriate or unsportsmanlike conduct are not subject to review.

### **13. Coaches/Moderators**

Our program demands a tremendous commitment from each coach/moderator. The effort of all coaches & moderators is appreciated. We expect each coach/moderator to treat all players/participants with respect by using positive motivation and reinforcement. Appropriate language both during practices, games and events must be used when dealing with players/participants, parents, fans, teams, and officials.

Coaches/moderators are also encourage to begin each competition/event with a prayer.

Coaches/moderators must encourage and insist on good Christian behavior from their players/participants at all times. Foul language, trash talk, unsportsmanlike attitudes will not be tolerated. Coaches/moderators are expected to display the same behavior and sportsmanlike conduct.

In addition, coaches/moderators should deal with parents, fans, officials in an appropriate and respectful manner. The coordinator is responsible to assist a coach when the behavior of a third party challenges a coach's ability to manage a difficult situation.

Coaches will take disciplinary action against a player who violates the code of conduct outlined in these Guidelines. Discipline must be in accordance with the Archdiocese of Philadelphia handbook, this Athletic handbook and any applicable ABVM CYO By-laws. The ABVM CYO board may apply stricter standards of conduct, which a coach must enforce in order to continue coaching. ***Coaches are encouraged to play every player in each game, except in the event a player fails to make scheduled practices or is subject to disciplinary action.***

**All coaches must:**

- a. **Coaching Eligibility**

In order to coach a parish team in an Archdiocesan CYO sanctioned and Regionally-sponsored sports league, all head coaches and assistant coaches must meet the following requirements **before coaching**:

- i. Attend the in-person **Coaches Orientation** seminar, **or** Take the new **Online Catholic Coaching Essentials** (before coaching at all **AND** attend the **Coaches Orientation during the first year** of coaching CYO sports.
- ii. All adults involved in youth ministry and service to children **must provide required background checks (renewal every five years) and proof of attendance at the *Safe Environment Training* for their parish.**
- iii. All coaches must be familiar with and comply will all Archdiocesan CYO Rules outlined in ***Athletic Ministry Handbook***, or penalties may be levied.
- iv. All coaches must meet any additional requirements of ABVM parish and Region 19 or AOP Football.

**Failure of a coach to complete the above items prior to coaching their first regulation game or in such other time as the Board of Directors might allow, shall result in that coach be prevented from coaching until such items are complete.**

b. **Other Responsibilities include the following**:

- i. Prior to each game, the coach should join his/her team in a prayer for safety of all participants.
- ii. Coach must attend monthly board meetings during his/her season, unless the meeting conflicts with scheduled games, but are encouraged to attend meetings all year round.
- iii. Coach and team must participate in fund raising events to benefit the CYO.
- iv. Coach must maintain control of field or court.
- v. Coach/Coordinator must collect all registration fees from players before player is permitted to practice or play.
- vi. Coach/Coordinator must distribute, track, and collect all uniforms.
- vii. Coach/Coordinator must complete rosters.
- viii. Coach/Coordinator must arrange for parent support during games including such things as attending to the snack stand, scorekeeper, flags, etc.

#### **14. Suspension/Expulsion**

Being a member of the ABVM CYO athletic program is a privilege – ***not a right***. When an athlete puts on an ABVM CYO uniform, he/she represents a longstanding parish and Archdiocese of Philadelphia tradition. Therefore, in order to safeguard the integrity of the CYO program, all athletes, parents, & coaches are expected to act in a Christian manner, to



honor the code of conduct, and to contribute to the overall good of the ABVM CYO sports program.

### **Archdiocese of Philadelphia CYO Code of Conduct**

**The following are examples of Offensive Actions and Penalties:**

***No CYO athlete, participant, parent, coach, or spectator is permitted to....***

- a. Refuse to abide by an official's decision
- b. Display objectionable behavior, such as throwing equipment or any other forceful action.
- c. Heap verbal abuse upon any athlete, coach, spectator, official, or other participant
- d. Lay hands upon, push, shove, strike, threaten to strike, or physically attack an athlete, coach, spectator, official or participant.

***Any athlete, participant, parent, coach, or spectator who is found to be guilty of any of the above violations may face the following penalties:***

- a. Violation of Articles a thru c above: Minimum five-game (5) suspension for CYO league and/or playoff competitions. (A coach may not coach another CYO team while under suspension.)
- b. Coach, Spectator or Participant in violation of Article d: Minimum suspension for one (1) full calendar year from all CYO sports or activities.
- c. Athlete in violation of Article d: Minimum suspension for one (1) full calendar year in that particular sport or other CYO activities.
- d. Violation of above imposed penalties for conduct: If violator disregards a penalty when properly notified, his or her team will be suspended from all competition for one (1) full calendar year for that particular sport. The parish is responsible for enforcement.

### **THE ABOVE LISTS ARE NOT EXHAUSTIVE!**

The Board reserves the right to prohibit a coach's, parent's or child's participation in any aspect of the program if the behavior of the parent(s) is deemed detrimental to the CYO program, other players, the school or the sport. A parent removed from a sporting event may be suspended in the same manner as a player or coach and may be restricted from being a spectator at future events for a period of time as determined by the Board.

## **15. Summer Programs**

The CYO must approve participation in any summer sports programs. Any summer sports programs must be permitted within the guidelines established by the Archdiocese of Philadelphia (CYO Central).

The player's registration fees must support the full cost of program or other approved fund raising activity.

Players must complete the normal Assumption Registration forms.

**16. Communication with team members**

Any and all communication should be directed to the parents or legal guardians of a player. At no time should a coach be email or contact an individual player by an electronic means, such as Facebook, Twitter, MySpace, etc.

**Among other fundraisers, which require your support, please consider designating the CYO for your United Way Contribution.**

**Our code is 005516.**

## ASSUMPTION CYO CODE OF ETHICS

CYO is one component of a parish's comprehensive youth ministry program which enables the partnership of parents, coaches, priests, religious, teachers, and adult leaders to manage and support a sports program that allows youth to grow in their relationship with God and come to better understand themselves and the Catholic Faith.

The team coaches should strive to encourage and value each player for their contribution to the game. The youth player should strive to master basic skills, have fun, and acquire the desire to continue to play the game at higher levels in the future.

Players & Participants should:

1. Value one's personal integrity.
2. Strive for excellence.
3. Willingly abide by the spirit of the rules and "Honor the Game" in practices, games and other events.
4. Treat all players, officials, coaches and other participants with respect and courtesy.
5. Graciously accept constructive criticism.
6. Exhibit dignity in manner and dress when representing ABVM CYO.
7. Recognize the value and contribution of each team member.
8. Keep the importance of winning and losing in perspective.
9. Each team player and participant should recognize the importance of contributing to the team or group.

## ASSUMPTION CYO CODE OF ETHICS AND CONDUCT FOR PARENTS AND SPECTATORS

1. Respect and "Honor the Game." Appreciate the efforts of all participants.
2. Recognize the officials as persons of integrity and qualification, and respect their decisions accordingly.
3. Refrain from creating disturbances that would detract from the flow of the game and/or the safety of the participants.
4. Respect for all players, coaches, and officials, regardless of team loyalty, is essential for raising the standards of good sportsmanship.
5. Be a positive supporter and role model by encouraging the positive aspects of play. Refrain from sideline coaching.
6. Maintain a distance from players and coaches during games and contests. Team benches should be for use of team members only.
7. When providing post-game refreshments, remove all trash from the fields.
8. Use of name-calling, harassment of any type, or badgering is prohibited. You will be asked to leave the area.
9. Most of all always encourage each child on the field.

**Student/Athlete Responsibilities Contract**

1. I have read and understand the rules of the ABVM CYO Handbook and I will obey them.
2. I understand that failure to obey these rules may result in disciplinary actions against me.
3. I understand that during practices, games and CYO sponsored events my coaches/leaders are my supervisors. I will listen to them when they ask for my attention; obey their directions; and never show them disrespect.
4. I understand that I am to respect the calls and directions of game officials or leaders. Although I may not agree with their judgment, I must accept their decision.
5. I understand that I am part of a team; therefore, it is very important for me to attend practices and games. I will tell my coach when I cannot make practices and games.
6. I understand that at no time may I show disrespect to coaches, other adults, my team or opposing team members; start or participate in a verbal or physical fight; or use foul language.
7. I understand that during practices and games I must not leave the school building, athletic field or track.

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I \_\_\_\_\_, have read and understand all of the above points of this contract.

(PRINT)

I understand that failure to uphold these responsibilities may result in a review of my status and possible dismissal from the ABVM CYO Athletic Program.

Student/Player's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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I, \_\_\_\_\_, the parent/legal guardian of \_\_\_\_\_  
have

(PRINT)

(PRINT)

read and understand the terms of the ABVM CYO Athletic Handbook. I understand that I too, am responsible and will be held accountable for my child's actions during his/her participation in CYO sports. I hereby authorize my child to enter into this contract.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Parents & Participants must sign & date the above & return it to your coach.*