ST. ANDREW'S EPISCOPAL SCHOOL

Athletics Handbook
This overview has been developed to provide parents and athletes with an understanding of the St. Andrew’s Physical Education and Athletics program philosophy, as well as guidelines and expectations for the athletes, coaches, and parents who are active in the athletic opportunities offered at St. Andrew’s Episcopal School. In addition to this overview, coaches will provide athletes and parents information which will be pertinent to each specific sport.

While every effort was made to include all current policies and procedures, we maintain the right to amend them anytime as needed.
# TABLE OF CONTENTS

I. Mission and Philosophy ........................................................................................................... 1

II. Participation and Requirements ............................................................................................. 1

III. Game and Practice Guidelines ............................................................................................. 2

IV. Communication .................................................................................................................... 3

V. Conduct .................................................................................................................................... 4

VI. General Information .............................................................................................................. 5
I. PE & ATHLETICS DEPARTMENT MISSION AND PHILOSOPHY
The mission of the St. Andrew’s Episcopal School’s Physical Education (PE) and Athletics Department is to build the foundation for a lifetime of physical fitness and well-being within a positive environment that empowers each student to reach their full potential.

II. PARTICIPATION AND REQUIREMENTS

Upper School
The minimum graduation requirement for 9th and 10th graders is four total seasons of Athletics or Fitness for Life (including Strength & Conditioning) during the 9th and 10th grades. One of those four seasons must be an Athletics team sport. Serving as a manager on one of those teams will also count as the team sport credit.

Once a student decides to participate in a sport, attendance is mandatory for every practice and game during the season.

Upper School students may also meet their graduation requirements independently in a sport that St. Andrew’s does not offer. In order to receive credit, students need to participate in a minimum of 8 hours per week for the trimester of completion. This would count as the student’s team sport credit, and they could get a maximum of two of their four credits through independent sports. A student would only be able to get one credit per year in this, with the other two credits needing to come via St. Andrew’s activities, whether that be Strength and Conditioning, Fitness for Life, or another sport.

At the Upper School, every effort is made to accommodate interested athletes. However, for some sports, students should realize the possibility of being cut. There is no guarantee that a senior will automatically be placed on a Varsity team. In the event that a Junior Varsity team is short on players, seniors who have not made the Varsity team may be allowed to play at the Junior Varsity level. However, if the number of underclassmen is sufficient to fully field a Junior Varsity team, the senior may be cut from the program. Any student cut from a team must choose another activity that fulfills any necessary graduation requirement.

Middle School
Participation in athletics at the Middle School level is required. Students must participate in either PE or athletics each season, with a minimum of one season being a team sport each year.

Once a student decides to participate in a sport, attendance is mandatory for every practice and game during the season.

If a student participates in a sport that we do not offer, they can seek approval to satisfy the team sport requirement independently. In order to receive credit, students need to participate in a minimum of 6 hours per week for the trimester of completion. These students still need to participate in PE during the school day.

Each season, a student may not switch between sports or to/from P.E. after two days of practice at the start of the season. In the event a student requests a change, it may only be granted by the Middle School Athletic Director.

Lower School
Athletics is optional in fifth grade. All students who can commit to the program will be placed on
Once a student decides to participate in a sport, attendance is mandatory for every practice and game during the season.

### III. GAME AND PRACTICE GUIDELINES

#### Eligibility
All players at all levels and all divisions must have their file complete in the Magnus Health Portal before they will be able to begin participation. You will find this by signing into your mySAS account, clicking "Resources" at the top of the screen, and then following the orange Magnus Health link on that page. All players must also have their baseline ImPACT test completed and on file with the athletic trainer. The ImPACT test is good for 2 years. We typically do testing for those entering the sixth, seventh, ninth, and eleventh grades, plus any new student to St. Andrew’s. All testing will be set up by the Athletic Trainers.

#### Expectations of an Athlete
A school rule violation that has the potential to impact a student’s performance, and/or the reputation of the team, violates the Athletic Training Rules. This may include, but is not limited to, substance use, inappropriate electronic communications/posts, and physical altercations. In addition to the school’s response, there will likely be a team-based consequence. Applicability is determined by the Athletic Director, Dean of Students, and respective Head Coach.

#### School-Sponsored Athletic Overnight Trips
During a school-sponsored overnight, students must partner with coaches/chaperones to keep themselves and others safe and accounted for. If found outside their assigned room after curfew/check-in, there will be a disciplinary response from the school, and an immediate sanction placed on participation in remaining competitions.

- Breaking curfew and/or visiting a room of someone of the opposite gender results in suspension from the next athletic competition.
- Breaking training rules in relates to substance use, the student will be sent home. It is the responsibility of the family, rather than the school, to take the student home. The student or group of students would not be able to participate on their athletic team(s) for 10% of their season.
- Breaking curfew and/or visiting a room of someone of the opposite gender AND training rules in relation to substance use, the student will be sent home. It is the responsibility of the family, rather than the school, to take the student home. The student or group of students would not be able to participate on their athletic team(s) for 20% of their season.
- In the case that the event in question occurs at a point where there is less time remaining in the season that the length of the suspension (i.e. one game left, but 10% of the season penalty), that suspension would carry over into their next athletic season.

#### Playing Time
**Upper School:**
In the Upper School, playing time is not guaranteed. The goal will be to play as many players as possible, depending on the matchup

- **7th-8th:**
  In 7th and 8th grade sports, as well as those teams that are comprised of 6th-8th graders, every attempt will be made to get each athlete playing time in every contest.

- **5th-6th:**
  For 5th and 6th grade teams, every athlete will play in every contest.
Attendance
All practices and games are mandatory. They take priority over any conflicts involving club sports or other non-St. Andrew’s extracurricular activities. Failure to attend all practices and games could lead to reduced or no playing time. Athletes that cannot maintain their commitment to the program may be dismissed from the team.

In the case of illness, family emergencies, religious holidays, or planned qualified academic commitments, the athlete or parent needs to contact the coach or appropriate Athletic Director as soon as possible. An athlete who misses a practice or game may have reduced or no playing time. A student must be at school by 10:30 am in order to participate in extracurricular activities that day, including any games or practices. In the case of disciplinary suspension, an athlete will not be allowed to attend practices or games. A pending disciplinary response might also result in practice or game restrictions.

Early Dismissal and Missed School Days for Competition
There are some occasions when a team will have an early dismissal in order to get to a game on time, or miss school due to competition. Participation in athletic travel that impacts the academic day is considered a school-sponsored activity.

• Students are responsible for alerting their teacher of their school-sponsored absence and for making arrangements for work/assessments due or missed during the date(s) of absence in advance of their absence.
• In addition to the list provided by the coach/trip chaperone, students must submit a completed School-Sponsored Absence Form to the Front Office before departure.

IV. COMMUNICATION
Practice and Game Information
Please refer to the school website (www.sasaustin.org) for the most up-to-date information for all practices and games. To receive notifications regarding any changes, please go to the website and follow these steps:

1. Log into mySAS
2. Click on your name at the top of the screen and choose Settings
3. From the menu on the left click Notifications

On the notifications screen indicate what you'd like to be notified of (note: a valid email address or text number has to be listed in your profile to receive these messages. You can add either of those at the top of this screen).

Communication with Coaches
Parents should communicate with coaches regarding the following:
• Specific information about their child that the coach might need to know
• Notification of any scheduling conflicts well in advance
• Any appropriate concerns parents may have

Procedures for Addressing a Concern
If a parent has concerns about the experience of their athlete, or elements of a specific game, it is expected that the parent wait 24 hours after the game or practice of concern to talk to the coaches. The school has found that by allowing this amount of time to pass, the conversation is more objective and constructive and not influenced by the heat of the moment. The suggested steps are:
1. Have the athlete talk to the coach first and request a meeting.
2. If there is no resolution, the parent(s) should contact the coach and request a meeting.
3. If there is no resolution, contact the appropriate Athletic Director and request a meeting.
4. If there is no resolution, contact the appropriate Upper, Middle, or Lower School division head.

V. CONDUCT

Expectations of Athletes

• To be respectful at all times
• To discuss a concern directly with the coach, not other players
• To refrain from negative criticism or blame toward teammates
• To adhere to all school and team rules
• To react appropriately to officials’ rulings or calls
• To make a commitment to display honor and integrity in wins and losses

Expectations of Everyone

St. Andrew’s will not tolerate inappropriate behavior or poor sportsmanship from players, fans or coaches. Players exhibiting poor sportsmanship are subject to suspension from the game or team. Fans exhibiting poor sportsmanship may be asked to leave the game.

If a fan is asked to leave an athletic contest, they will not be allowed to attend the next contest. If a second offense occurs, that person will not be allowed to attend any athletic contests, home or away, for the remainder of the season.

Noisemakers

Noisemakers of any kind are not allowed to be used during any indoor sporting event during game play. Music and/or bands may only play during timeouts, halftime, and in between sets. The use of air horns and whistles are prohibited at indoor and outdoor contests.

The SPC Sportsmanship Policy (Upper School)

St. Andrew’s competes in the Southwest Preparatory Conference (SPC) at the Upper School, and adheres to the SPC rules of conduct, including:

Players

1. Any player who is ejected or disqualified for any reason during an SPC counter contest will automatically be suspended for the next SPC counter contest.
2. Ejection of any player from any contest, including non-conference games, requires an official report from the Athletic Director to be filed with the Commissioner and President of the SPC within 24 hours of the disqualification.

Coaches

1. A coach who is ejected from an SPC contest must leave the premises immediately. The coach must remain out of sight throughout the remainder of the game.
2. A coach who is ejected from an SPC contest will automatically be suspended for the next SPC contest.
3. Ejection of any coach from any contest, including non-conference games, requires an official report from the Athletic Director to be filed with the Commissioner and President of the SPC within 24 hours of the disqualification.
4. Coaches are responsible for the behavior of their players. Examples of intolerable behavior include: Unsportsmanlike conduct, not playing within the rules of the game, use of profanity or discriminatory slurs.
Parents and Spectators
1. Any parent or spectator who acts in a disruptive or abusive manner will cause the game to be suspended until the situation is resolved or the spectator is removed by the game official, home administrator, or coach.
2. Removal of any parent, student, or other spectator from any contest, including non-conference games, requires an official report from the Athletic Director to be filed with the Commissioner and President of the SPC within 24 hours of the removal.

VI. GENERAL INFORMATION

Travel

Upper School
All SAS athletes are required to ride the bus to any out-of-town playing site. Riding home from the game on the team bus is encouraged, but not mandatory. A parent must give advance written notice to the coach if their athlete is not planning on riding the bus home from the playing site. For all local matches, unless otherwise noted, athletes are required to find their own means of transportation to the playing venue.

Middle School
Unless otherwise noted, transportation is not provided for Middle School games.

Lower School
Unless otherwise noted, transportation is not provided for Lower School games.

Uniforms
All students are expected to adhere to the practice uniform and game uniform requirements set forth by each level and sport.

Game Uniform & Dress Code
Athletic uniforms are distributed at the beginning of each season. Athletes are responsible for the uniforms. NO ALTERATIONS are to be made to any uniform. Uniforms are returned to the Head Coaches at the conclusion of the season. For late returns, detentions (Upper School) or referrals (Middle School) will be imposed pending the return of uniforms. Families will be billed for any school-issued equipment and/or gear that is lost or not returned. Athletes will not be issued uniforms for the following season until he/she has turned in the entire uniform from the previous season. No part of the athletic uniform may be worn during the school day unless part of a team effort approved by the school. Athletes must wear a shirt at all times outside of the locker room.

Equipment & Gear
St. Andrew’s offers our families two options for Fan Gear. For St. Andrew’s-branded spirit items, we encourage our families to visit our school Spirit Shop has stores on both campuses, as well as a website (www.sasspiritshop.org). If families want customizable gear that can be individually purchased online, we recommend for them to visit our BSN Sideline Store: https://sideline.bsnsports.com/schools/texas/austin/st-andrews-episcopal-school.

The St. Andrew’s Athletic Department encourages all of our families to support the Highlanders through these two different fan store options: our Spirit Shop or BSN Sideline Store. Items from any other store or site are not permitted for St. Andrew’s athletes or team in order to stay aligned with our current uniform and fan gear standards.
**Varsity Letter Jackets**
Any athlete who earns a Varsity Letter may order a St. Andrew’s letter jacket at his or her own expense. Orders for letter jackets are made once per year in the fall.

**Graduation Distinction as an Athlete**
An athlete will be honored with Distinction as an Athlete if he or she participates in two athletic seasons in both the junior and senior years. In addition, an athlete must be considered by his or her coaches to have displayed good sportsmanship, and to have contributed fully to the practices and games of his or her teams.

**Managers**
Teams are allowed to have managers to assist the coach with practice and contests. A manager must follow the same practice and game commitment as an athlete. Managers are eligible to receive a graduation requirement credit, but it does not count towards Graduation Distinction as an Athlete. Managers must first be approved through the Head Coach of the respective team.

**Strength & Conditioning Center Guidelines**
There is no unsupervised use of the Strength and Conditioning Center at any time.