



**Roncalli  
Junior/Senior  
High School**

**ACTIVITIES  
HANDBOOK  
for  
PARENTS  
2013-2014**

## **Welcome**

On behalf of the Activities Department of Roncalli Junior and Senior High School, we welcome everyone to a new school year. We are very proud of our Cavaliers and are excited to have your child as part of our programs.

We hope this parent handbook will answer some of the questions you may have regarding our programs.

Activities are one of the most important elements in the overall education of our students. Activities provide an opportunity to extend the learning process onto the fields, courts, stages, etc. of interscholastic competition.

We know that you, as parents, make many sacrifices so your children can attend the Aberdeen Catholic Schools. Beyond that, we know you make additional sacrifices so your child can be a part of the activities programs at Roncalli Junior and Senior High School. We could not operate our programs without your help providing transportation, helping in the concession stand, selling tickets and involvement in the Booster Club.

We thank you for your commitment and continued support

## ***SDHSAA Sponsored Activities Offered at Roncalli Jr. /Sr. High School***

### Athletics

Boys Cross Country  
Girls Cross Country  
Football  
Girls Tennis  
Boys Soccer (Coop with AC)  
Girls Soccer (Coop with AC)  
Competition Cheer (Coop with AC)  
Competition Dance (Coop with AC)  
Girls Basketball  
Boys Basketball  
Volleyball  
Wrestling  
Gymnastics (Coop with AC)  
Boys Tennis  
Boys Golf  
Girls Golf  
Boys Track  
Girls Track  
Cheerleading

### Fine Arts

Journalism  
Band  
Vocal  
Orchestra  
Oral Interpretation  
Drama  
Debate (Coop with AC)

### Other Activities at Roncalli Jr. /Sr. High School

Student Council  
SADD  
National Honor Society  
Chess Club  
Dance Team  
Campus Ministry Advisory Board  
Liturgical Ministries  
Liturgical Music  
Jazz Band  
Cavalier Club  
TATU

*Todd Neuendorf, Activities Director*

## **Roncalli Jr. /Sr. High School Student Activities**

### ***Mission Statement:***

***Instilling Catholic values and promoting  
academic excellence by nurturing mind, body and soul.***

### ***Philosophy:***

Our purpose is to provide students the opportunity to develop themselves holistically in order to be successful in activities and life.

### ***Objectives:***

1. To recognize the importance of working hard and working together to develop God-given talents.
2. To assist participants in dealing with adversity and success in a positive way.
3. To demonstrate and work to instill pride in self, team, school and community.
4. To model Catholic values including good sportsmanship by respecting teammates, coaches, officials and opponents.



## Parent's Creed

As parents, you are an invaluable part of your child's educational and athletic/activity development. Your attitudes and actions have the most impact upon the outcome of your child's learning in athletics/activities. Therefore, it is important that you see athletics/activities for what they can do to help your child's development. The parent's creed is: **I will be the positive role model my child needs to become successful. In victory, I will be gracious, humble, and thankful. In defeat, I will be strong, honest, and accepting.**

## The Ten Commandments of Parents

1. I will make sure my children know I love them in the thrill of the victorious moment and the hours of agony brought on by defeat.
2. I will accept my children's strengths and weaknesses as they are, and focus on helping them do their best.
3. I will let the coaches, coach. My role is to support, encourage, and motivate progress.
4. I will teach my children to enjoy the thrill of competition-the fulfillment of just being part of it all-and the satisfaction of having done your very best.
5. I will not re-live my athletic career through my children in any way.
6. I will not compete with the coach. Together we will be a team to work toward the improvement of my children as a person, student, and athlete.
7. I will never compare and contrast the skills, courage, or attitude of my children with that of their teammates, or opponents in a negative manner.
8. I will temper my reactions towards my children's tales of woe or heroism. We all tend to inflate reality to make it kinder to our personal standing.
9. I will take the time to know my children's coach in a way that allows me to understand their philosophy, ethics, knowledge, goals, aspirations, and responsibilities.
10. I will prioritize the agendas that drive my interest in the athletic/activity program: the team comes first, my personal agenda follows.

## Priorities

1. Faith
2. Family
3. Academics
4. Athletics/Activities

## Parent's Key Decision

Turn the sport/game over to your children. Let it be their experience - let the successes be theirs' - let the failure be theirs'. The problem solving experience of sports works well - if you allow the sport/game to be your children's experience. Let your children handle the ups and downs associated with sports - you are there to support them during the process.

## Parents and Sportsmanship

1. You are a fan and spectator.
2. **You are not the coach-so don't coach.**
3. **You are not an official-so don't referee.**
4. You are the host for visiting teams-treat them with respect and dignity.
5. Cheer for our team-not against the opponent.

## **Participation Selection**

Our goal is to provide as many students with as many programs as possible. We will do our best to keep as many students in our programs for as long as possible. However, factors such as time, facilities, equipment, staffing, budgetary considerations, and tradition limit the ability of the Aberdeen Catholic School System in providing participatory opportunities.

Certain teams, mainly basketball and volleyball, have limitations placed on the number of athletes on freshman, sophomore, junior varsity, and varsity squads. This forces us to eliminate a few athletes on a yearly basis. The following are the guidelines used in the selection process:

1. Activity/team selection will be the responsibility of the head coach/advisor and his or her staff.
2. The activities director will be informed of all possible eliminations beforehand.
3. Before try-outs begin, students will be informed of the selection criteria.
4. All candidates will be given an equal opportunity to prove their abilities.
5. When feasible, objective criteria will be utilized in the decision process.
6. Unsuccessful candidates will be informed of the decision by the head coach/advisor.
7. Unsuccessful candidates will have the right to an explanation for elimination.
8. Unsuccessful candidates will be enlightened as to alternative opportunities.

## **Advisor/Coach/Participant/Parent Communications**

It is vital for the success of the activity to have an open line of communication between the advisors/coaches, participants, and parents. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to our children. As parents, when your children become involved in our programs, you have a right to understand what expectations are placed on your children. This begins with clear communication from the coach/activity advisor of your children's program.

### **Communication you should expect From the Coach/Activity Advisor**

1. Philosophy of the coach/activity advisor
2. Expectations of the coach/activity advisor
3. Locations and times of practices, contests, events
4. Team requirements

### **Communication Coaches/Activity Advisors Expect From Parents**

1. Concerns expressed directly to the coach/activity director
2. Notification of schedule changes well in advance
3. Specific concerns in regard to the coach's/activity advisor's philosophy or expectations.

### **Appropriate Concerns to Discuss With Coaches/Activity Advisors**

1. The treatment of your child, mentally and physically
2. Concerns about your child's behavior
3. What does my child have to do in order to be a better participant?
4. What role does my child play on this team/activity and why?
5. What can we, as parents, do to help our child fulfill his/her expectations?

**However, there are certain topics that are off-limits and will be avoided because they are detrimental to the welfare of the team/activity as a whole. These topics include the following:**

- 1. Coaching Strategies – the advisors decide how the team will play.**
- 2. Participants – it's unprofessional to discuss other students' talents.**
- 3. Playing time**

**If parents have concerns in these areas, the activities director is their contact point. Coaches/advisors are directed not to discuss these topics with anyone.**

### **Overnight Travel and Meals**

The school will pay for lodging for teams who make overnight excursions. This is a very expensive part of our budget and we will keep such events to a minimum. The activities office makes all lodging arrangements. We will have accommodations arranged for as far in advance as possible. Head coaches/advisors are responsible for checking with the activities office on lodging considerations.

The school does not provide meals for participants. The only exception to this is overnight trips. In such cases, the school will pay for meals beginning with the second meal. The maximum daily allowance is \$16.00 (breakfast \$3.50, lunch \$5.50, dinner \$7.00).

### **Inclement Weather Situations**

When school is dismissed early due to inclement weather, no practice or open gyms will be conducted. All students will go home. When the school start time is delayed due to inclement weather, no morning or open gyms will be held. When school is canceled due to inclement weather, no practice or open gyms will be held.

### **Attendance Policy**

A student must be in attendance for the entire afternoon beginning at noon on the day of a performance or contest to be eligible to participate, unless approved by the principal. This will also apply to practices.

Students are expected to be in attendance the morning following a game or contest.

Examples of excuses that could be approved by the principal would include (this is not an inclusive list):

1. Doctor's appointment
2. Extenuating circumstances beyond the control of the student
3. Funerals
4. College visits

Examples of excuses that would not be approved by the principal would include (this is not an inclusive list):

1. Illness
2. Resting to get ready for the game
3. Hair appointments

## **Sunday/Holiday Participation**

No contests, practices or open gyms may be scheduled on Sunday, Thanksgiving, Christmas or Good Friday. Exceptions may, on rare occasions, be granted by the president after consultation with the activities director.

## **Bill of Rights for Young Athletes/Participants**

Right to participate in sports/activities

Right to participate at a level commensurate with each child's maturity and ability

Right to have qualified adult leadership

Right to play as a child and not as an adult

Right of children to share in the leadership and decision-making of their sport/activity participation

Right to participate in safe and healthy environments

Right to proper preparation for participation in sports/activities

Right to an equal opportunity for success

Right to be treated with dignity

Right to have fun in sports/activities

## **Parent/Student - Athlete - Code of Conduct**

The Code of Conduct is a set of behavioral standards the Aberdeen Catholic School has set for everyone 7-12 grades. It is a 365 day, year round list of expectations for all participants in co-curricular activities.

The Code lists unacceptable behaviors - the use of alcohol, tobacco, and drugs. It also addresses unacceptable conduct.

The Code is a pact between parents, student-athletes, and the school - it is best enforced at home - parents are the first line of defense in preventing the use of abusive substances and unacceptable social behaviors.

The Code is enforced by the administration.

## **Student-Athletes - Physical Eligibility - Requirements**

Student-athletes are required to have a current physical status form on file in the Athletic Office BEFORE being allowed to practice or compete.

Physicals last for a THREE YEAR PERIOD - they are given each spring at Central High School for a nominal fee.

In the second and third year covered by the initial physical, student-athletes are required to complete a PHYSICAL HISTORY form that provides information about possible changes in physical status since the original physical.

PERMISSION FORMS are required each year a student-athlete participates in a co-curricular activity.

### **Advancement of Junior High Athletes to High School Teams**

In the sports of basketball, football, volleyball, wrestling, and track, Junior High school athletes (7th and 8th only) may, at the request of their coach, be advanced to a high school team.

### **Sixth Grade Sports**

Sixth graders are allowed to participate in the sports of cross country, girl's tennis and wrestling.

Competitions are limited to middle school level events - or high school events where there is a special section for middle school athletes. In events where high school competition is taking place, sixth grade athletes cannot compete directly with high school athletes (9th thru 12th).

### **Travel To and From Competitions**

The general rule is we travel to and from all competitions with the teams. We want all athletes to share the pre and post competition experiences with their team mates. It's a key part of their development as a team.

We allow parental requests to leave the team to and from competitions when there is a viable reason to do so.

We do not allow athletes to ride home with anyone other than another adult (age 21 or over) member of their family - except in special situations. Approval for such situations must be made with the Activities Director well in advance of the event.

### **Requirements for Volunteer Drivers**

1. Background Check – once every six years
2. Volunteer Drivers Form – yearly
3. Safe Environment Training - yearly

### **Volunteer Driver Guidelines**

1. Let the person in charge of arranging rides know for which events you will be available to drive.
2. Follow the map given to you by the coaches.
3. Give your cell phone number to the person in charge of arranging for rides, or if you don't have a cell phone, let that person know.
4. Be sure to get a list of everyone's cell phone numbers before you leave.
5. Volunteer to be lead or final driver, or find out who is the lead or final driver.
6. Stay in the caravan. Do not take a different route or make an unscheduled stop without notifying the lead driver and coach so all can stop.
7. Obey the speed limit and all other traffic laws.
8. If you have suggestions or concerns, please contact Mr. Neuendorf or Ms. Lindner.

Thank you for helping our athletes and supporting our school!

## **Hazing**

Hazing or bullying of athletes by team members is a violation of Aberdeen Catholic Schools' policy.

Student-athletes engaging in such activities face the possibility of suspension or even revocation of the participation privileges.

Student-athletes are asked to report all such incidents to the coaches and or the administration.

## **Attire**

Clothing must always be modest. Students must wear conservative dress clothes before and after games/matches/contests. No jeans. In some cases, school issued warm-ups/travel gear would be appropriate. All RHS spirit clothing is acceptable. A general rule of thumb would be: If it is not appropriate for school, it is not acceptable.

Practice clothing needs to be appropriate. Clothing must always be modest. No cut-out t-shirts are allowed. This includes both genders. Shorts need to have at least a 4 inch inseam. Undergarments should never be visible.

These guidelines also apply to open gyms, camps, etc.

## **Cell Phones - Sports - Locker Rooms**

Cell phones are a fantastic communication tool - but certain restrictions need to be placed upon their usage.

Cell phone usage is never allowed in a locker room. This avoids the potential problems presented by the picture phones and the internet.

Cell phone usage while traveling is with the coach's permission only. Again this avoids potential problems in several areas including those mentioned in the sentence above.

## **Weight Room Policy**

- The weight room is available to all Roncalli students in grades 7 thru 12
- The weight room is to be locked, except for those times when it is in use and supervised
- Students are not allowed to use the weight room unless it is properly supervised
- The weight room must be supervised by properly trained and approved school staff. The supervisor should know the equipment, its proper use and care
- All weight lifting safety guidelines must be followed including using spotters, weight belts and proper techniques
- Safe procedures must be followed at all times
- Proper clothing and footwear must be worn
- No "horseplay", no foul language
- School staff and their immediate family will be allowed to use the weight room provided that each family member, age 18 and older, has signed the Adult Hold Harmless form. The staff member must be in the weight room with family members.

- Alumni, college students, etc. would be allowed to use the weight room provided they are age 18 or older, have signed the Adult Hold Harmless form, and are supervised by properly trained and approved school staff. The supervisor needs to confirm that the Adult Hold Harmless form has been signed by each individual
- Any unauthorized entry into the weight room will subject the individual(s) to possible disbarment from facility use

## Roncalli Junior/Senior High School Activities Code of Conduct

The purpose of the Aberdeen Catholic Schools Code of Conduct is to encourage the growth of responsible citizenship among the students, parents and staff. This code emphasizes the schools' concerns for the health of students in areas of safety while participating in activities and the long-term physical and emotional effects of chemical use on their health.

For the administering of this policy, activities are divided into two categories as follows:

- a. Category I includes all activities that have a regular season including oral interpretation, debate, and sports.
- b. Category II includes all activities that do not have a regular season including All-State Band, All-State Chorus and Orchestra, Drama and One-Act Plays.

The penalty for Category II violations shall be determined by a committee of staff members.

**Training Rule:** A student shall not at any time during the calendar year:

- a. use or have in possession, any beverage containing alcohol.
- b. use or have in possession, tobacco in any form.
- c. use, have in possession, buy, sell or give away marijuana, or any controlled substance.
- d. participate where there is illegal usage of alcohol, tobacco, marijuana or any other controlled substance. *It is not a violation for a student to be in possession of a legally defined drug prescribed for the student's own use by his/her doctor.*

### **Confirmation of Violations:**

- a. being seen and reported by professional school personnel who are willing to meet and confront the accused person.
- b. being officially reported by a law enforcement officer and pleading guilty to the violation or found to be guilty by a court of law.
- c. self-admission when confronted by professional school personnel.
- d. being reported by the parent of the accused student.

### **Penalties:**

#### A. Marijuana or Controlled Substance Violations

First Violation - Suspension from all activities for one year (as required by SDCL 13-32-9 for high school students)

Subsequent Violations - Suspension from all activities for the remainder of a student's high school years (as required by SDCL 13-32-9 for high school students)

#### B. Alcohol or Tobacco Violations

First Violation - Category I

- a. See last page for consequences
- b. The suspension will be at the primary level of competition.
- c. The student must complete the entire season, or the penalty will be administered during the next season in which the student is a participant.
- d. There is no exception for a student who becomes a participant in a treatment program.

- e. It is recommended that, when appropriate, the school refer the student to a qualified community agency or professional individual for assessment of potential chemical abuse or misuse.

#### Second Violation - Category I

A second violation shall be defined as a violation which occurs anytime from the beginning of the 7<sup>th</sup> grade through 12<sup>th</sup> grade.

- a. See last page for consequences
- b. The suspension will be at the primary level of competition.
- c. The student must complete the entire season, or the penalty will be administered during the next season in which the student is a participant.
- d. Before being readmitted to activities following suspension for the second violation (alcohol), the student shall show evidence in writing that he/she has received counseling from a qualified community agency or from a professional individual such as a school counselor, drug counselor, medical doctor, psychiatrist, or psychologist. The total cost of such counseling or treatment will be borne by the student.

#### Third Violation - Category I

A third violation shall be defined as a violation which occurs anytime from the beginning of 7<sup>th</sup> grade through 12<sup>th</sup> grade.

- a. After confirmation of the third violation the student shall lose eligibility for one calendar year from the date of the infraction.
- b. Mandatory assessment of potential chemical abuse or misuse (alcohol)

#### Fourth Violation - Category I

A fourth violation shall be defined as a violation which occurs anytime from the beginning of 7<sup>th</sup> grade through 12<sup>th</sup> grade.

- a. After confirmation of the fourth violation the student shall lose eligibility for the remainder of his/her high school years.

#### **Practices:**

- a. A student who is suspended from competition is required to attend all practice sessions during the suspension.
- b. A student who attends a chemical dependency program or treatment program (inpatient) will be required to attend ten practice sessions before becoming eligible for competition. The suspension will begin when the student becomes eligible for competition.

**Student Conduct:**

- a. Any student involved in unacceptable conduct such as, but not limited to, school suspension, vandalism, any illegal activity, etc. shall be penalized as determined by a committee of staff members.
- b. Any student involved in unacceptable conduct or breaking any rules (as determined by the activity advisor and Activities Director) on any school sponsored trip shall be penalized as determined by a committee of staff members.

**Appeals:**

- a. The student and/or his or her parents have the right to appeal the decision to the superintendent or his designee within 48 hours.  
The student will be ineligible during the appeal process.

**Consequences for training rule violations**

Number of regular season contests	Number of contests missed	Number of contests missed	Number of contests missed
	First offense	Second offense	Third or fourth offense
1 to 9	1	4	See notes below
10 to 15	2	6	See notes below
16 to 20	3	8	See notes below

Note 1: A student found guilty of a third offense will be ineligible for one year from the date he/she is found guilty.

Note 2: A student found guilty of a fourth offense will lose eligibility for the remainder of his/her high school years.

Note 3. Violations are cumulative grades 7 thru 12.

Note 4: Penalties do apply to post season play.

Note 5: If the full suspension is not served in the current season, the suspension will carry over to the next season in which the student is an eligible participant.

Note 6: Penalties follow a student who transfers to another school. A change in schools does not erase the violation or the penalty.

# Roncalli Junior / Senior High School Dual Participation Guidelines

## General Information

1. Parents must arrange a meeting with the activities director in a timely manner.

This meeting will allow parents to request that their child be allowed to participate in two school sponsored activities during the same season.

2. This meeting will include as many of the following as possible: parents, student, activities director, and the coaches/advisors of both activities. The agenda of this meeting includes guidelines, scheduling conflicts, expectations, and workability. In cases of consensus, an agreement will be completed and causes of termination will be discussed.
3. Parents and students must fully understand that requests for dual participation may not always be workable.
4. The activities director will conduct the meeting and determine consensus.

Guidelines: Each student who participates in dual activities will:

1. Meet all current eligibility requirements.
2. Maintain grades as agreed upon at the pre-season meeting.
3. Be expected to fulfill the practice requirements for both activities as determined by the coaches/advisors
4. Maintain good health and physical well-being as determined by the athletic trainer.
5. Be asked to make a preference in situations where the competitions for both activities over-lap. However, post season events (play-offs, districts, regions, state competition) will have precedence over regular season events.

Failure to comply with any of the guidelines will result in termination of dual participation. In cases of termination, the student will be allowed to continue with one of the two activities (to be determined at a termination meeting).

## Aberdeen Catholic Schools Travel Release Form

This is to certify that \_\_\_\_\_, a student in the Aberdeen Catholic Schools, requests permission to RIDE with their parents or an adult (age 21 or over) member of their family to/from the

\_\_\_\_\_ at \_\_\_\_\_

on the Date of \_\_\_\_\_.

**STUDENTS ARE NOT ALLOWED TO DRIVE TO/FROM ANY SPORT EVENT – NOR ARE THEY ALLOWED TO RIDE WITH ANOTHER STUDENT WHO WOULD BE DRIVING TO/FROM AN EVENT.**

**STUDENTS ARE NOT ALLOWED TO LEAVE AN EVENT WITH NON-FAMILY MEMBERS, EXCEPT IN SPECIAL CIRCUMSTANCES WITH THE PERMISSION OF THE ADMINISTRATORS.**

The adult (age 21 or over) family member of the above named student will be on-site at the above named contest/event to personally take control of the student from the coach/advisor/director of the activity.

Students are released to parents in such situations due to family need. The family need for this request is explained below:

\_\_\_\_\_  
\_\_\_\_\_

I understand that Roncalli Junior/Senior High School rules require students to ride to and from all activities with their team, group, or organization and a departure from this requirement will release the Aberdeen Catholic Schools from any and all liability for any adverse results that may occur. I agree to release the Aberdeen Catholic Schools and its employees and officers from all liability with reference to the above stated transportation.

This form must be on file in the Activities/Athletic Director's Office and a copy will be given to the coach/advisor/director prior to the student being given permission to ride to or from an event. In cases of emergency, the Athletic/Activities Director/coach/advisor/director, may allow parents to complete this form and take their student from a scheduled trip after they have arrived at the event.

**Parent/Guardian Signature** \_\_\_\_\_

**Address** \_\_\_\_\_

**Home Phone** \_\_\_\_\_ **Work Phone** \_\_\_\_\_

**Cell Phone** \_\_\_\_\_

**THIS FORM NEEDS TO BE COMPLETED AND RETURNED TO THE ATHLETIC OFFICE TWO DAYS PRIOR TO THE DATE OF THE EVENT.**