

# *Our Lady of Lourdes*



ATHLETIC HANDBOOK FOR  
ATHLETES AND PARENTS

2022-2023

Mr. William Kyle  
Director of Athletics

## Statement from the Director of Athletics:

Welcome to Our Lady of Lourdes. *We are the Warriors.* It is a true honor and privilege to be a member of Lourdes Athletics. In the pages to follow, you will receive instructions on what it takes to become a member of an athletic team at Our Lady of Lourdes and the responsibilities that come with being a Warrior. It is the expectation that student-athletes and parents become familiar with the contents of this handbook and comply with the school code of conduct. I believe that high school athletics are an enhancement to the ultimate educational experience. Though athletics are competitive in nature, they exist to serve as a contributing factor in the overall emotional, physical, social, and character development of our student-athletes. In addition to the physical training required to be prepared for competition, we will continue to develop the intellectual and spiritual side of our student-athletes in the celebration of masses within our community, sports retreats, and ministry through sports.

Our coaches are keenly aware of their part in the education of our student-athletes, as well as their obligations and responsibilities as visible representatives of our institution. They are cognizant of the tremendous influence their position wields and will continually strive to instill ideals and character traits in our student-athletes that are consistent with the philosophy of Our Lady of Lourdes High School.

Spectators are an important part of any athletic contest. Here at Lourdes we are proud of our fine reputation and tradition for sportsmanship. We are so thankful and proud for having OLL parents who support the interest in athletics and understand the virtue of sportsmanship. The encouragement and support of OLL families has been very important in the greater development and continued growth of our athletic department.

I hope to see you out there on the athletic field supporting our athletes and showing the outside community what Our Lady of Lourdes is all about. Together we can help each other as we focus on cultivating the minds of tomorrow. Thank you all.

(Please take the necessary time to thoroughly peruse the contents of this handbook. Failure to read the contents will not excuse student-athletes from adhering to the rules and expectations.)

## **Athletic Department - Mission Statement**

Our mission is to support our student athletes in their pursuit of virtues instilled through discipline and excellence. We will ensure OLLHS students understand that athletics is a vehicle for self improvement and an extension of the academic classroom. OLLHS Athletic Department will provide the model and the tools for leadership, competition, team building, training, and self motivation.

### **Objectives of the Athletic Department**

1. To conduct a program that achieves a high level of interest and support of students, faculty, alumni, local community and other segments of the community.
2. To employ an athletic staff of integrity, knowledge, skills and leadership qualities that enable programs of mental, moral, and physical benefit to student-athletes.
3. To provide student-athletes with adequate practice and competition facilities.
4. To maintain the highest standards for the health and safety of every student-athlete in practice and games.
5. To provide successful competitive athletic opportunities.

### **Team Captains**

Captains will be recommended to the Athletic Director by the head coach and approved by the school administration.

1. The number of team captains should be appropriate for the size of the team (usually 1-4 at the coaches' discretion).

2. Captains are usually seniors, however, underclassmen can be chosen as captains with the approval of the head coach.

### **Expectations of a Team Captain:**

- Communicate regularly with your coach to keep him/her informed about team issues.
- Always set high standards for yourself and your team; this includes action and conduct off campus and within the community.
- Project a positive attitude at all times. Positive attitudes are contagious.
- Be disciplined at all times, both on and off the field. Be a positive role model.
- Work to develop unity within your team. Treat all team members with respect and equity.
- Do not allow any form of hazing or ridicule of teammates from other team members.
- Display and continue to develop good work habits on the field and in the classroom.
- Attend all classes and practice regularly and on time.
- Watch the Captains Club video at: <http://www.nysphsaa.org/Educational-Programs/Student-Leadership>
- Captains resource with recommended articles:  
[www.teamcaptainsnetwork.com](http://www.teamcaptainsnetwork.com)

## **Student Eligibility**

According to NYSPHSAA, a pupil shall be eligible for interscholastic competition provided that he/she is a bona fide student of the high school represented and is taking at least four subjects including physical education. NYSPHSAA sets regulations concerning attendance at practices and a minimum number of practices that must be attended before being eligible for competition. Your coach will inform you of these requirements. **A pupil shall be eligible for senior high school athletic competition in a sport during each of the four consecutive seasons commencing with the pupil's entry into the ninth grade and prior to graduation.** According to Commissioner's regulations, a pupil reaching the age of 19 before July 1 may not participate during that school year.

## **Requirement for Participation**

A completed and medically approved on-line registration through Family Id is required prior to each sports season for a student to be eligible to try out for an interscholastic sports team.

## **School Attendance Policy**

Participation in a sport is one part of our overall educational program. It is understood that students will be present in school in order to participate in a practice, game or activity that day.

The school's policy is that no student may participate in athletics on a day in which he/she does not attend school. This rule may be waived for extenuating circumstances that would include funerals, college visits (seniors only), etc.

**In order to be considered in school for athletic participation, a student must arrive no later than 10:00 AM and remain in school for the rest of the day, attending classes as scheduled.**

Team members on suspension for any disciplinary infraction will not be allowed to practice or participate in any event for the day. In the event a student is assigned to detention students will be expected to attend their detention assignment before reporting for extracurricular or athletic activity.

If a student will need to miss part of a school day to attend an athletic contest, it is the responsibility of the Athletic Director to inform the attendance office and faculty. However, the student-athlete should inform their individual teachers in advance, and the student-athlete is responsible for all work missed during that time, i.e. homework, class notes, tests, etc.

## **Attendance at Practices and Games**

A. It is the expectation of the Athletic Department that student-athletes will attend all practices and/or contests. Being a member of a team is a commitment made to coaches and teammates, which may involve giving up school vacation time, weekends, and other activities. This includes all travel teams.

B. Missed practices and contests without giving proper notification to the Head Coach will result in consequences. The severity of repercussions taken will be decided by the coach of the team.

C. Unacceptable reasons for absences include, but are not limited to the following:

Non-required academic class or group trips

Family vacation during school break periods

Participation with another out of school (including a club or travel team) team in any sport

Trips to visit relatives during school break or on weekends

D. Coaches will allow excused absences for the following, provided they receive a parental note or a phone call:

College visits for seniors

Family emergencies

Family weddings or funerals

Any similar event that would require the student-athlete to be present elsewhere.

E. Suspension from school prohibits student-athletes from participation in practice or contests throughout the duration of the suspension. Disciplinary action may also be taken by the coach, following consultation with the Director of Athletics, as a consequence for athletic time missed during a suspension.

F. Physical Education Requirement: Athletes who are illegally absent from physical education class will not be permitted to attend practices or games on the day of the absence. The NYSPHSAA regulations state that a student must be enrolled and participate in physical education to participate in athletics.

### **Extra Help Sessions**

Team members must be present and on time for all scheduled practice sessions and games. Students who are in need of academic assistance causing a conflict with a scheduled practice or game should notify the coach prior to such session. A student who needs to attend extra help sessions or other extracurricular activities should have prior permission from his/her coach or obtain a note from the extra help teacher or advisor to be excused. Remember that once you become a member of an athletic team you have made a commitment for the entire season. Students are allowed to be late for practice to attend academic extra help sessions. There will be no penalty for this.



## **Communication**

Communication between coach and player is essential for a successful team. Student-athletes are encouraged to communicate with their coach if they have questions or concerns. Parents are urged to support the coach, allowing them to instruct and guide the team. Parents should avoid questioning or confronting a coach immediately after a contest. Parents wanting to discuss a problem with a coach should make an appointment with them so that issues can be discussed in a calm, courteous, and professional manner. Parents need to wait 24 hours before speaking with a coach when it is regarding playing time or coaching issues. Coaches need time to reflect after an athletic contest. Parents should share the information with the coach if issues arise in a personal or family matter that may affect attitude, performance and self-esteem.

### **A. Coaches**

As for all contact between coaches and parents, the following guidelines apply:

A meeting of each team will be held by the head coach, once the final team has been selected, prior to the start of the season. Parents are required to attend this meeting. In addition, individual team meetings will include topics such as practice and game schedules, team rules regarding attendance, and all pertinent regulations. Information regarding contacting the coach should also be handed out.

It is strongly recommended that parents encourage their student-athletes to have open communication with their coach. This will generate growth and maturity on the part of the student-athletes and enable the coach to react directly to his/her questions.

Should the meeting between the coach and athlete prove to be unsatisfactory, then the parent should arrange to meet with the coach.

During the season, if a parent wishes to meet with a coach, it is strongly recommended that on field or locker-room meetings following athletic events be avoided. Parents should call the coach to arrange a meeting at a mutually convenient time. Please wait 24 hours before speaking with a coach when it is regarding playing time or coaching issues.

#### **B. Director of Athletics**

Should a meeting between a parent and coach prove to be unsatisfactory, the parent may then contact the Director of Athletics (kylew@ollchs.org or 845-463-0400 x1011#). Please keep in mind that selection to a team, varsity status, positions played, and playing time are all decisions made by coaches. Also, the Director of Athletics and the school administrators will not instruct the coaches as to whom to play or keep on a team, etc.

#### **C. Communication**

1. Expectations the coach has for all student-athletes of his/her team.
2. Locations and times of practice sessions and contests.
3. Team requirements (i.e. equipment needed) and rules.
4. Disciplinary actions that may result in dismissal or suspension from the team.
5. Prompt reply to phone or e-mail messages.

### **STUDENT/COACHES USE OF SOCIAL MEDIA**

Students with parental permission to utilize social media are encouraged to always exercise caution when participating in any form of social media or online communications, both within the OLLHS community and beyond.

Students who participate in online interactions must remember that their posts reflect upon the entire Lourdes community and, as such, are subject to the same behavioral standards set forth in the Student Code of Conduct. Social media sites (such as Facebook, Instagram, Snapchat and Twitter, etc.) will be blocked by the school's content filter. While accessing these applications through cellular devices may be possible, students and parents are reminded that students are prohibited from using their phones during the school day.

In addition to the regulations found within the Parent/Student Handbook, students are expected to abide by the following:

- To protect the privacy of OLLHS students and faculty, students may not, under any circumstances, create digital still photos, digital video, or audio recordings of OLLHS community members either on campus or at off-campus for online publication or distribution without the knowledge and consent of those being recorded or photographed.
- Students may not use social media sites to publish disparaging or harassing remarks about OLLHS community members, athletic or academic contest rivals, or any individual, organization, or entity. \* (Please see below addendum for athletes and coaches.)
- Students who choose to post editorial content to websites or other forms of online media must ensure that their submission adheres to all aspects of the conduct code set forth for OLL students.

Standards in this handbook for appropriate conduct apply to students who subscribe to and/or participate in social media networks such as Facebook, Twitter, Snapchat or any other public or private access internet site or application. If a student is found on any website or application to have represented himself/herself or the school in a manner that is deemed inappropriate or in violation of school standards, he/she will be subject to disciplinary action. Students should not initiate or accept social media relationship requests (also known as "friend" or "contact" requests) with faculty or staff members.

#### Process for Reporting Abuse

Because of the fast-paced nature of postings, participants are encouraged to report immediately any posts they deem inappropriate. Please contact the Dean of Men or the Dean of Women with any concerns so that the issue may

be dealt with in a timely fashion. A detailed description of the location of the post will be required.

- *The following addendum applies to all coaches and student athletes:*
- *It is imperative for student-athletes to be mindful of the social media policy that OLL has established for all students. Violation of the social media policy will result in corrective actions by the Athletic Department, or Administration, when deemed necessary.*
- *Think before you press send to whatever site you utilize. Once your post, tweet or photo/video etc. is out there, it is for all the world to see.*
- *Coaches – please refrain from using social media in any manner that would be inappropriate with student-athletes. Remember, we should be friendly to our student-athletes, however, they are not our friends, peers, or associates. As such, social media should never be utilized to engage in unprofessional/personal communications with student-athletes.*
- *If social media and/or texting players and parents is to be used as a platform for communication, please keep it in a professional context. (i.e. changes in times for scheduled practices or games, changes in venues, calling for a meeting, etc. Coaches shall never criticize individual players or collective teams over social media. Such interactions should always occur in person and with appropriate members of the Athletic Department, or Administration, when deemed necessary.)*
- *Coaches are encouraged to use social media to contact local press for comments, scores, etc. for publication.*
- *Coaches need to be mindful and cognizant of what is posted to personal sites as well. It is vital to understand that, while freedom of speech and expression is granted, posts that include inappropriate content that is explicit or in violation of the mission of OLL will be subject to corrective actions by the Athletic Department, or Administration, when deemed necessary..*
- *Coaches who violate these standards or misuse social media may be suspended from coaching or out rightly dismissed.*

## **Team Selection**

It is important that both parents and student-athletes understand that in a number of sports there is a need to make cuts. This is one of the most unpleasant tasks that coaches have to face. However, cuts are necessary so that the team sizes are kept at a workable size, and, at the urging of the Athletic Department, there are not more athletes on a team than can be played for a

reasonable amount of time in a contest. Tryouts for teams should be held over at least a three day period starting with the first day of that season's sport so that those competing to make a team have an opportunity to show what they can do and feel that they have had a fair chance to make a team. (Students missing tryouts for vacation etc. may not have an opportunity for additional tryout days). Student athletes who are cut from a sport will have three additional school days to decide to go out for a non-cut sport and be allowed on the team. After this time students may not be added to the roster. The coaches are the sole judge for team selection and their decisions will not be changed by the athletic administration. However, there will be one sport each season that will not cut anyone who attends all practices and abides by all team rules. In this way, student-athletes who are willing to work hard can be a part of the team.

## **Junior Varsity and Freshman Team Participation Policy**

Sub varsity teams are considered to be developmental in nature. As such, coaches will try to give all team members an opportunity to participate in competition for reasonable time periods. Coaches must make every effort possible to play athletes in scheduled contest to ensure that anyone chosen to be a member of these teams is not asked to attend practices without an opportunity to compete in game situations. In contact sports like football, wrestling, etc. coaches may not allow certain athletes to participate if they feel that they are physically at risk.

## **Athletics Training Rules**

The administration and coaching staff of Our Lady of Lourdes is concerned with the health, safety, and well-being of all student-athletes in our school community. We are convinced that athletics and the use, possession, sale, or distribution of alcohol, tobacco or other drugs is not compatible. These training rules have been established to best assist them in achieving their team goals.

DURING THE ENTIRE SPORT SEASON, ALL ATHLETES WILL BE HELD ACCOUNTABLE FOR THEIR ACTIONS ON AND OFF CAMPUS. ATHLETES ARE PROHIBITED FROM THE USE, POSSESSION, SALE,

OR DISTRIBUTION OF ALCOHOL, TOBACCO OR OTHER DRUGS AT ALL TIMES DURING THE SPORT SEASON.

**Specific Expectations of Athletes**

A. Comply with all NYSPHSAA, Section IX, Our Lady of Lourdes, and athletic team rules.

B. Refrain from smoking, chewing tobacco, consuming alcoholic beverages, and the use of drugs. The possession of these items is also a violation of school rules and athletes are subject to school discipline as well as athletic accountability. All of this information is included in the Student Handbook.

C. Treat teammates, opponents, officials, coaches, and spectators with respect.

D. Refrain from fighting or committing unsportsmanlike acts during or after an athletic contest. There is never an acceptable reason to fight, retaliate in a fight, or leave the bench area or sideline to join a fight in progress.

E. Maintain an acceptable and respectable appearance in compliance with Our Lady of Lourdes and team regulations.

F. Attend all practices, games, and meetings unless excused by the coach according to the Athletic Department policy. It is important for athletes to understand that they are expected to be loyal to their team and live up to their commitments.

G. Conduct themselves in a manner that will reflect favorably upon themselves, their families, their teams, and Our Lady of Lourdes.

H. During interviews with the press, a coach should be present to help moderate student comments. At times, press may contact the student via twitter or social media. During the parent meeting once teams are assembled after cuts, coaches must point out the responsibility of student comments. They should be humble, and cognizant of what they state. They should praise team efforts in addition to individual achievements. There should never be negative statements about the opposition. A go to response should be something like this: “(Name of opposing school or player) is a great team/player who came up short in a competitive contest.”)

## **Sportsmanship**

NYSPHSAA recognizes and appreciates that the influence and responsibility of the school administration with regard to good sportsmanship extends to all levels of competition. However, it must also be seen that NYSPHSAA has been vested with the responsibility to ensure that all contests under its jurisdiction are conducted satisfactorily. This standard applies to all regular season and post schedule play. Any member of a squad ejected from a contest for unsportsmanlike conduct, including taunting or a flagrant foul, shall not participate in that sport in the next previously scheduled contest with a member school or in NYSPHSAA tournament play. Disqualification from one season carries over to the next season of participation.

Taunting as defined by the NYSPHSAA includes, but not limited to, any actions or comments by coaches or players which are intended to bait, anger, embarrass, ridicule or demean other players, coaches or game officials. Included in this is conduct that berates, needles, intimidates or threatens based on gender, ethnic origin or background and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal matters. Examples of taunting that would lead to ejection include, but are not limited to, physical and verbal intimidation outside the spirit of the game (trash-talk), reference to sexual orientation "in the face confrontation" by one player to another, standing over, straddling a tackled or a fallen player, etc.

Any member of the squad who strikes, shoves, kicks or makes other physical contact with intent to annoy, harass or intimidate an official shall be expelled from the game immediately and banned from further participation in

all sports for a period of time to be determined by the section not to exceed one year from the date of the offense. NOTE: Members of the squad include players, managers, score keepers, timers, and statisticians.

NYSPHSAA requires officials to enforce all sportsmanship rules for athletes and coaches. Officials will not tolerate negative statements or actions between opposing players especially trash talking, taunting or baiting of opponents. If such comments are heard, a penalty will be assessed immediately. Officials have been instructed not to issue warnings.

### **Equipment /Uniforms**

All athletic equipment and uniforms issued to athletes must be returned to the coach promptly and **clean** upon conclusion of each season. **Any missing or damaged items are the responsibility of the athlete.** Until these items are returned or paid for, the school may withhold athletic awards, report cards or transcripts and athletes will be responsible for payment of the lost / damaged item.

### **Risk Factors in Sports**

Participation in sports involves a certain degree of risk for accidents and injury. Such physical injury can occur in any type of sports activity and vary in nature. Athletic injuries can run from bruises and scrapes to the more serious injuries such as fractures, dislocations, concussions, paralysis and even death.



## **Sports Physicals and Medical Clearance**

A student who participates in the interscholastic athletic program must have a valid “Sports Physical” to be eligible for tryouts and competition. Students may not practice or participate without the approval of the school nurse through the Family Id registration process. Medical examinations will be scheduled periodically during the school year and shall be valid for a period of 12 continuous months.

## **Injury Prevention and Rehabilitation**

It is extremely important to report any injury to your coach immediately. Our Lady of Lourdes High School provides the services of a full-time athletic trainer for the care and prevention of athletic injury. The athletic trainer will be present during the school day and for most athletic events on evenings and weekends. Students are encouraged to have athletic injuries evaluated by the trainer.

## **Returning to an Athletic Team after an Injury or Illness**

Any athlete who has been seen by a doctor must be released for participation submitting a signed statement from the doctor who treated the athlete in order to resume participation with his/her team. If you go to an

emergency room for care, please obtain written release before leaving the hospital because many times the attending physician may not be there the next time you visit. This release must be filed with our school nurse. It is the athlete's responsibility to bring the release to the school nurse; do not leave this responsibility to another person such as a coach, teacher, friend, etc. In the case of a long term or severe injury, clearance by the school physician may be necessary prior to the athlete returning to practice or competition.

## **Transportation**

All students must use school transportation to and from an athletic event/practice unless the *Permitted to Transport* section of the Family ID registration is completed. Everyone that is permitted to transport your child to and from athletic events and practices needs to be listed on Family ID. Coaches will have access to this and will NOT allow the athlete to be transported with anyone not named in this list. Only coaches, team members, managers, and statisticians may ride the school bus to and from contests.

Athletes are expected to be courteous and considerate on the bus at all times and are to remain seated for the duration of the trip. Athletes are reminded that they are to take all their belongings with them if the driver or bus is not staying with the team. In accordance with school policy, coaches may not transport students in their personal vehicle unless prior permission is granted.

There may be some cases where a parent or the student athlete can drive themselves to a contest. The Director of Athletics may grant special approval if there is evidence of specific and extenuating circumstances. Such requests require two days advance notice.

## **Awards and Recognition**

At the completion of each season the following awards will be received for successful completion of the sports season:

1<sup>st</sup> year varsity athlete – a Varsity “L” letter and pin

2<sup>nd</sup>/ 3<sup>rd</sup>/ 4<sup>th</sup> year varsity athlete – a bar

Scholar Athlete Awards – Presented by the New York Public High School Athletic Association to certain members of Varsity Teams having a minimum Team Grade Average of 90%. Each student who qualifies will be presented with a Scholar Athlete pin provided by the NYSPHSAA.

Coach’s Award – For the deserving male or female athlete on each Varsity team chosen by the coach.

Charles Van Nostrand Memorial Award – For the male athlete who excels both in the classroom, on the athletic field, and best exemplifies the determination and character of the former Poughkeepsie High School athlete and Lourdes Teacher/Coach.

Dr. Edward H. Bastian Memorial Scholarship – For the female basketball player who best exemplifies the courage, character, and Christian fiber that Dr. Edward Bastian displayed throughout his lifetime and in his fight against cancer.

The Ashleigh Riehl “Heart of a Champion” Award – Awarded to one male and female swimmer or tennis player who best exemplifies the dedication, sacrifice, and desire to excel that Ashleigh exhibited in her athletic career.

The Elizabeth “Lizzie” Miller Memorial Award- This award is given to a varsity athlete who best exemplifies Lizzie’s optimistic outlook on life and how that optimism defined her as an athlete.

Sportsmanship Award – Awarded to one male and one female athlete who best exemplifies the Christian values and sportsmanship expected by our athletic program.

Athlete of the Year Award - One for the senior female and one for the male at Lourdes with outstanding athletic achievements.

Lourdean Sports Award - This award recognizes one male and one female student who truly represent the spirituality, athleticism, and academic integrity of Our Lady of Lourdes.

Scholar Athlete of the Year Award – One for the senior female and one for the male at Lourdes with outstanding achievements both in the classroom and on the athletic field.

Heart of a Warrior Award - Given to a male and female varsity athlete who have demonstrated qualities of courage, determination, hard work, exemplary performance and service to others.

This book is subject to change. Coaches and students must be compliant with the policies of the school and the athletic department. As Athletic Director, it is my intention to provide the necessary assistance and leadership to all teams at every level. Athletics at Our Lady of Lourdes is a big part of the school experience. It is, however, a privilege and honor to be a Warrior. My office and resources are always open and available to

assistance coaches and students in every facet of every program. I wish you all a wonderful, healthy, and victorious school year.

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