



St. Martin of Tours Academy

**Sports Handbook
2025-26**

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SMTA MISSION STATEMENT

SMTA fosters confidence, curiosity, and independence through a climate of cooperation and trust by preserving dignity throughout the learning process, accentuating all children's God-given gifts in a Catholic environment.

STATEMENT OF PHILOSOPHY

Children deserve an environment where they can grow to their fullest potential, surrounded by respect. Our coaches lead by example, teaching that taking risks is essential for growth, that mistakes are valuable learning opportunities, and that showing respect for everyone is crucial. We believe that every child needs time to think, learn, and develop. That's why we emphasize the importance of practice. Practice not only helps each child improve individually but also teaches the team how to work together effectively.

SMTA SPORTS PHILOSOPHY

The purpose of the St. Martin of Tours Academy Sports Program is to teach and exemplify the basic human and Christian values of sportsmanship, cooperation, and teamwork. The SMA Sports Program has also been established to help foster friendships, provide leadership opportunities, and help the students develop a positive attitude toward sports and athletic competition. The extracurricular sports program **is not a "win at all costs" program**. For this reason, every child will play in every game during the regular season.

We also believe SMTA coaches should mentor other SMTA coaches to open the opportunity for coaching to more participants.

The SMTA Sports Program is a member of the Catholic Sports League of San Diego (CSLSD). The league website can be found at: www.leaguelineup.com/catholicsportsleague.

SPORTS PROGRAM ADMINISTRATION

The SMTA Athletic Director shall be responsible, on a day-to-day basis, for directing and administering the program for the benefit of the students of St. Martin of Tours Academy. The Athletic Director has the decision-making authority and the full support of the School Principal and the Pastor. The Athletic Director will be under the direction of the School Administration and supported by the SMTA Sports Advisory Council. The Athletic Director shall abide by the school and sports philosophy, policies, and procedures of St. Martin of Tours Academy and the Diocese of San Diego. He/She oversees the operation of the St. Martin of Tours Sports Program and is the school's representative at all Catholic Schools League of San Diego (CSLSD) meetings, performing the following duties:

- Assures that all head coaches have been Live Scanned within the school and completed Safe Environment Training through [CMG](#) (check with office)
- Acts as the school liaison with the [Catholic Sports League](#)
- Attends sports league meetings & adheres to the league's policies & procedures.
- Purchases all necessary sports equipment for use in the program (with the approval of the Principal)
- Has exclusive responsibility for all sports equipment and assures that all equipment is permanently identified as belonging to the SMTA Sports Program
- Oversees the Spartan Sports Advisory Council
- Establishes deadlines for sports permission signups. The Athletic Director has the authority to direct team coaches not to allow players to practice/play until all forms and fees are properly completed
- Notifies coaches of the ineligibility of students

SMTA ADVISORY COUNCIL

The Spartan Sports Advisory Council is committed to working with school educators, leaders, and coaches as well as the parent and student body to offer each child the ability to participate in a supportive environment that emphasizes sportsmanship, skill development, and equality of participation in sports. Under the supervision and direction of the Athletic Director, the St. Martin of Tours Academy Sports Advisory Council has the following duties:

- Works to increase participation of students in SMTA athletics
- Emphasizes the Christian values of sportsmanship, fair play, and teamwork
- Works with parents and coaches to help foster friendships and increase a sense of community and school pride
- Focuses on increasing skill development among athletes so that they can continue to perform at a

- competitive level
- Makes suggestions to Athletic Director and/or school administration

SMTA PARENTS

You are an essential component of the SMTA Sports Program. With your support and encouragement, our athletes will be able to gain the confidence and determination needed to be successful both on and off the field. It is vital that the school administration, teachers, coaches, parents, and students all work together.

Please remember that all actions, by an athlete, parent, or coach, directly impact the integrity of the school. As such, “let the coaches coach, and the players play.” As we are working to make our school more competitive, please understand that SMTA sports are designed to give everyone an opportunity to participate, improve their skills and work cooperatively as a team. However, SMTA sports are **not** meant to be a form of daycare, so please don’t use it as such.

TEAM COACHES

All team coaches must be 21 years of age or older to coach a SMTA team. All coaches must be Live Scanned within each school, complete Safe Environment Training and comply with the Code of Ethical Standards. In addition, all coaches must understand, comply and sign the Coaches Expectations Agreement. All processing must be completed before the first team practice. It is recommended that coaches be certified in CPR and First Aid.

A coach may be removed from coaching a team for misconduct or breaking league rules. This will be done at the discretion of the Athletic Director/School Administration and will be on a case-by-case basis.

Each Team Coach shall have the following responsibilities:

- Attends the Coach's meeting given by the Athletic Director
- Leads the team by example and demonstrates good sportsmanlike conduct. He/She must promote a Christian attitude among players and teams and avoids a “win at all costs” philosophy
- Seeks a “team parent” to help with organizational matters, e.g. practice and implementation of e-mail reminders, and other communications with parents
- Checks the league website www.leaguelineup.com/catholicsportsleague **weekly** for schedule changes and ensures correct scores are posted
- Checks out equipment from the Athletic Director and returns all issued items at the conclusion of the season in good condition.
- Schedules all team practices after 2:45 p.m. Monday through Thursday and after 12:30 p.m. on Fridays. **Practice times must be pre-approved by the Athletic Director to be added to the Practice Schedule. (Approximate length of practice: Peewee - 1 hour, JV & V - 1.5-2 hours per day) Students may **not** participate in practices until a permission slip/waiver is on file in the office (for liability purposes).**
- Coaches must be at SMTA by 2:30 p.m. to supervise students. If a coach is not in the courtyard by 2:45 pm, athletes will be sent to SpartanCare (Extended DayCare); **families will be charged accordingly (\$9/hour).**

- Supervises and is responsible for all players at all times during practices/games. Unless previously arranged with parents, practices must end at their designated time. Athletes who are not picked up at the end of practice will be escorted (by the coach) to SpartanCare (Extended Daycare).

SPORTSMANSHIP

Coaches and parents are reminded that they serve as role models for their players, and as such should be teaching the values of sportsmanship, teamwork, and cooperation. Conduct warnings will be given to coaches displaying unsportsmanlike behavior. If a coach's conduct is deemed by the referee to be against the policies of the league, the coach will be given a conduct warning. A second warning could result in an ejection from the game. Each time a coach is warned and/or ejected, the school will be notified. Any coach that is ejected will serve a one-game suspension the next game. Each situation will be determined on a case-by-case basis.

Any player who is ejected from a game is not eligible to play the next game. The school will be notified of the conduct of that player by the League Director. In addition, the League Director, Athletic Director, and/or School Administration will investigate any reports of repeated poor sportsmanship by players, parents, or coaches and will retain the right to suspend those responsible for misconduct if necessary. Also, any player, parent, and/or coach who must serve a suspension shall not be in attendance at the game.

Parents are encouraged to cheer enthusiastically in support of their team. However, keep in mind that it is considered poor sportsmanship to try and discourage the opposition from doing its best. Therefore, it is requested that spectators:

1. Do not make noise in an attempt to hinder an opposing player from serving a volleyball, kicking a penalty kick in soccer, or shooting a free throw in basketball.
2. Do not direct negative or derogatory comments towards any players, their coach, or the game officials. Keep your comments positive. If negative comments persist, the team will forfeit the game. Those responsible for directing negative or derogatory comments will serve a one-game suspension. All situations will be on a "case by case" basis.
3. Keep the field or court clear during timeouts. This will allow games to restart promptly.
4. In order to keep the experience positive for the athletes, coaches have the right to ask any unruly parent/guardian to leave a venue.

Everyone wants to win, but only one team will. Please remember that each game should be a positive experience for both teams regardless of the final score. Since we expect our athletes to win and lose gracefully, we expect all parents to do so too.

BEHAVIOR MANAGEMENT POLICY

In the event that a child needs to be redirected in regards to their conduct during practices or games, coaches will use the following steps:

1. The participant will be given a verbal warning.
2. The participant will be asked to sit out (or redirected) for a period of time.

3. The participant will be sent to SpartanCare (Extended Daycare) at the family's expense (\$9/hour) and parents will be notified.

Inappropriate language or fighting will not be tolerated. Participant(s) will be sent to SpartanCare (Extended Daycare) and parents will be notified. The Athletic Director and/or School Administration will investigate and each situation will be dealt with on a case-by-case basis.

CATHOLIC SPORTS LEAGUE of SAN DIEGO

St. Martin of Tours Academy is a part of the Catholic Sports League of San Diego. All sports schedules will be posted and updated in a timely manner on the Catholic Sports League website. It can be found at www.leaguelineup.com/catholicsportsleague.

All sports rules (football, volleyball, basketball, and soccer) are posted on the league website. It is recommended that **all** parents, students, and coaches are aware of the league policies, procedures, and rules.

It is also recommended that all parents and coaches sign up for text/email alerts. Doing so will allow the recipients to receive email/text alerts regarding **game-day** rainouts or cancellations.

All Pee wee soccer games that are canceled due to rain will NOT be made up.

UNIFORMS

During practices, all students are expected to adhere to the Free Dress Guidelines. Students who are in violation will be asked to change into their school uniforms.

Flag Football: Students participating in JV and Varsity Flag Football will be issued a jersey and football pants. Every flag football participant must have a mouth guard and cleats for practices and games.

Volleyball: Students participating in JV and Varsity Volleyball will be issued a uniform jersey. It is recommended that all participants wear knee pads during practices and games. Participants will wear St. Martin of Tours PE shorts. Participants are expected to wear shorts that go to the mid-thigh. It is important to remember that we are a Catholic school and want to protect the innocence of our students. **As such, no tight/spandex volleyball shorts will be allowed during practices or games. Anyone in violation will not be allowed to play during games.**

Basketball: Participants will be issued a basketball jersey. St. Martin of Tours PE shorts will be worn.

Soccer: All participants must have **soccer** cleats and shin guards for every practice and game. It is recommended that all participants bring a soccer ball for practice.

All sports jerseys (and football pants) must be returned at the end of the season. Coaches will be responsible for collecting them. If sports uniforms are not turned in within two weeks after the season ends, parents will be charged \$35 via FACTS.

This will ensure that all uniforms will be turned in to avoid financial burden on the athletics program.

A full sports uniform must be worn for all games throughout the year. Shirts must be tucked in and students must remove all jewelry before games.

PLAYER CLASSIFICATIONS

PeeWee

Soccer teams are formed with a minimum of 9 players (7 players, plus 2 subs).

Soccer Games are 7 vs 7 at every PeeWee level (4th grade and below).

The kindergarten team is a combination of boys and girls.

Other teams include:

Combination girls (grades 1 & 2)

Combination boys (grades 1 & 2)

Combination girls (grades 3 & 4)

Combination boys (grades 3 & 4)

Junior Varsity and Varsity

Students play at the Junior Varsity level in 5th or 6th grades. Students play at the Varsity level in 7th or 8th grade. Varsity soccer teams are formed with a minimum of 13 players (11 players, plus 2 subs). JV soccer teams are formed with a minimum of 11 players (9 players, plus 2 subs). Student athletes are eligible to participate in 2 sports per season. At both the Varsity and Junior Varsity levels, players are rostered on either the A or B Division team and may not switch between the two teams. If a Varsity team does not have enough players to field a team, plus one substitute, Junior Varsity A players may be borrowed to play in that game. As mandated by league policy, a Junior Varsity player may only play at the Varsity level once during the season, but never during playoffs. If the same player is borrowed more than once, they must stay on that team and may not play on Junior Varsity. **During playoffs only, rostered players from that specific team may play.**

Junior Varsity A teams may borrow players from Junior Varsity B teams. Junior Varsity B teams may not borrow Junior Varsity A players. **Teams will only be split if there are enough players to form two teams (with substitutes) and if a coach is available. They will be split in a manner that will still allow them to compete at a competitive level due to their size/age. Teams will be split based on the discretion of the Athletic Director.** This usually doesn't apply at SMTA due to our smaller team sizes.

In the case of a team not having enough players to form, the Athletic Director may approve "playing up" one grade level on the same sex team (not one team level). Junior high students may volunteer to coach younger-aged student athletes under the supervision of the adult coach. These volunteer hours count for the Junior High Service Hours form. The student is responsible for obtaining the coach's signature on the Service Hours form before the season ends.

SPORTS SCHEDULE

Fall Sports Begin in September:

Boys' Flag Football: Varsity and JV teams; No A & B Divisions

Girls' Volleyball: A & B Divisions in both Varsity & JV

Winter Sports Begin in January:

Boys' Basketball: A & B Divisions in both Varsity & JV Divisions

Girls' Soccer: Varsity and JV teams; No A & B Divisions

Pee Wee Soccer -

- Kindergarten - combined boys and girls
- Boys - (combination of Grades 1 & 2)
- Girls - (combination of Grades 1 & 2)
- Boys - (combination of Grades 3 & 4)
- Girls - (combination of Grades 3 & 4)

Spring Sports Begin in March:

Boys' Soccer: Varsity and JV teams; No A & B Divisions

Girls' Basketball: A & B Divisions in both Varsity & JV

Annual Track & Field Competition

Boys and Girls - Grades K-8

Fall - Cross Country Meet at CCHS

March - Track Meet at Mater Dei High School

May - CSLSD Track Meet at Cathedral Catholic High School

Special Diocesan Tournaments: (optional) **additional fees may apply*

Boys' Football

- September: Preseason tournament at CCHS • December: Varsity at SAHS (must qualify) • December: JV at MDCHS (must qualify)

Girls' Volleyball

- October: Varsity at Coast VBC • November: Varsity at Mater Dei HS
- December: Varsity at St. Patrick's

Boys' Basketball

- December: Varsity & JV at Madeleine • December: Varsity at Mater Dei HS
- Feb./March: Varsity & JV at SAHS

Girls' Basketball: May -Varsity at OLP

During tournament play only, players may be combined to fulfill a roster requirement. This will be done under the direction of the Athletic Director.

INSURANCE

Students participating in extracurricular sports are required to have medical insurance coverage. St. Martin of Tours Academy does not provide major medical insurance for students participating in the Extra-curricular Sports Program. It is **ESSENTIAL** that parents assume the responsibility of obtaining

medical insurance. A CMG Sports Waiver must be on file before the student is officially registered.

PLAYER FEES

Fees are determined by costs associated with league fees, referee fees, and maintenance of equipment.

LEAGUE PLAYOFFS/TROPHIES

A team trophy will be given to the overall CSLSD champions and runners-up in Varsity A and Junior Varsity A Divisions. The top eight teams in Varsity and Junior Varsity sports will be given the opportunity to compete in league playoffs. The top 4 teams will compete in the Gold playoffs and the bottom 4 teams will compete in the Silver playoffs. During the playoffs, teams in the Gold and Silver divisions will not play each other.

As the Varsity B and Junior Varsity B Divisions are designed to be purely instructional, they will not compete in playoffs. There are no playoffs for Peewee Soccer.

FORFEITS

The school will be required to pay a fee for any forfeit. Schools that may not have enough players, may borrow players from a lower division. The borrowing of players will not only allow the teams to be able to play, but it will also help avoid a forfeit. Coaches must notify the Athletic Director of any possible forfeit as soon as possible (fees range from \$40-50 per game forfeited).

PLAYER ELIGIBILITY

Conduct - Sportsmanlike behavior is required of all Sports participants. The SMTA Athletic Director and/or School Administration may remove a student from extracurricular sports participation for a period of time for a serious conduct violation.

In both the Varsity & JV divisions, the head coaches will exchange rosters with the opposing coach before each game. All players' names that are present at the game need to be noted on the roster. All rosters collected by the coaches are to be turned in to your school's AD on a weekly basis).

Absence - Players absent from school/leaving early may not practice or play the same day of the absence. For example, if a student goes home sick on a Thursday and has a game that evening, he/she may not participate in the game. However, if a student is released early due to a doctor's appointment, a doctor's note is acceptable to play.

Academics & Behavior

In order to stress the importance of academics and behavior, all Junior Varsity and Varsity participants must maintain a satisfactory academic report. Rostered players must be academically and behaviorally

eligible at the time of team formation. (No more than 2 “S’s in Successful Learner Traits (SLTs); No more than 2 “IP/NP’s” in Academic areas.) Ineligible players may be reinstated to the team if their eligibility status changes.

Grievance Procedures

If students, parents, and/or coaches have a conflict, the following steps are to be taken to resolve the situation. In order to ensure that all parties are given time to reflect, it is important to refrain from expressing any concerns **during or right after a game.**

1. In line with the Workshop Way philosophy, students will first address their coach to express and resolve their concerns.
2. If the participant/parent is unable to resolve the issue, students and parents will meet with the coach to discuss and resolve the situation **24 hours after an incident.**
3. If unable to resolve the issue, the coach and parties involved notify the Athletic Director for clarification or mediation.
4. If at this point there is no resolution, the parties involved are invited to meet with the Athletic Director and principal for any further clarification or mediation.

FACILITY USE

Please use each of the facilities as if it were your own. Remember, in most cases, the gymnasiums and playing fields are not owned by elementary schools within the Diocese and, if abused, access could be lost. Therefore, please keep the following rules in mind:

1. Limit visitors/participants to the immediate area of the playing field or gym in use. Visitors/participants are not to “explore” the rest of the campus. **CHILDREN MUST BE UNDER ADULT SUPERVISION AT ALL TIMES.**
2. At Cathedral Catholic, use bleachers on the lower level. No one is allowed to play with the gymnastics or football equipment on the field.
3. **NO FOOD OR DRINK** is allowed in any gym.
4. Please do not show up more than 15 minutes prior to the first game of the day at a specific facility.
5. Facilities should be left in the condition in which they are found.
6. **PETS, SKATEBOARDING & SCOOTERS are NOT** allowed at venues and fields.
7. Please follow the posted parking signs. Failure to do so will result in the vehicle being towed at the owner’s expense.

Venues may not have a trash can, so please take your trash with you.

Violation of any of the above rules may cause a team to **forfeit** a game and may eventually threaten our use of these facilities.

Due to an overall increase in participation within the Catholic Sports League, available sports facilities are extremely limited. As such, please understand that you may be traveling to locations all over San Diego County for games. By signing up for sports with SMTA, it is assumed that you adhere to this expectation.

Any questions, comments, or concerns about this handbook or the SMTA Sports Program, in general, should be directed to the Athletic Director, Mr. Guay. You may contact him at pe@stmartinfoursacademy.org.

All information presented in this handbook has been approved by the School Principal in conjunction with the Athletic Director.