

Holy Spirit Coach Responsibilities

- Attend the coaches meeting at the beginning of the season. Athletic Director (A.D.) will discuss goals, try-outs, practice times, uniforms, paperwork and other relevant topics.
- No student may participate in any try-out, practice, or game until the Emergency Form is given to you and Rules and Responsibilities Agreement are on file with the Athletic Director.
- Remember that you represent Holy Spirit and are a role model for the students, athletes, and parents in attendance and should conduct yourself accordingly.
- Before choosing final team members coordinate with A.D. to verify team eligibility.
- After team has been chosen collect \$25.00 sports fee from Athletes.
- Complete sports roster and send fees and signed Rules and Responsibilities Agreement, from each player, to the A.D. If there is a financial concern from the parents, please advise them to contact the A.D. All sports fees should be collected before uniforms are handed out.
- Sign out uniforms at the start of the season. No uniform may be given out if sports fee and emergency card have not been collected. No Exceptions!
- You will also collect all uniforms that have been handed out. Do not have players send them to the office for the A.D.
- Contact the A.D. when equipment is needed or missing at any time during the season. Collect all uniform items at the end of the season. Uniforms are to be cleaned and in good condition. Parents are to be aware that uniforms needing to be replaced are the financial responsibility of that family, and will be billed by the Athletic Committee.
- Make copies of practice times, game schedules, tournaments and any other information needed to keep parents notified of upcoming events. Changes should be relayed as quickly as possible. (You may want to recruit a parent to act as a "team mom.")
- Hold parent meeting to introduce yourself and discuss goals, practice time, games, etc.
- Make parents aware that all students are to have rides to and from games. If practices start after 3:30 PM parents need to make arrangements for supervision (or Extended Care). Students are not allowed to remain at school or gym unsupervised. Coaches must not leave any student without adult supervision. It is helpful to remind parents that they need to prompt in picking up their children.
- Report any injuries or conduct problems to the A.D. In the event of an injury, fill out the 'Student Accident Form' and given to the A.D. within 24 hours. If possible, call and inform A.D.
- You are responsible for providing scorekeepers, timekeepers, and other needed personnel. Check with A.D. for required volunteers for each sport.

Coach Agreement

I, _____ acknowledge that I have read, understood, and agree to abide by the PAL Guidelines for the Diocese of Sacramento.

I agree to uphold the mission and philosophy of the PAL by insisting on fair play and exemplary sportsmanship at all times.

In addition, I have read the Basketball Supplement and the Coaches Responsibilities. I agree to follow the rules and responsibilities expected of me.

I further agree that when our school is the Home Team, it is my responsibility to begin each contest with a school prayer, and conclude each game with a firm hand shake between the players and coaches.

Date

Signature of Coach

Sport