

Escuela de Guadalupe



Athletics Handbook 2025-2026

660 Julian Street – Denver, Colorado 80204 – 303-964-8456

PHILOSOPHY STATEMENT

Escuela de Guadalupe believes that an athletic program provides opportunities for students to acquire tools and skills needed for lifelong personal growth and fulfillment of potential. These tools include self-discipline, perseverance, teamwork, grit, sportsmanship and commitment to something larger than themselves. Lifelong physical activity also enhances quality of life and makes for a well- rounded and balanced human being. Escuela de Guadalupe falls under the Catholic Schools Athletic League (CSAL) and therefore, follows the CSAL mission very closely.

The Catholic Schools Athletic League (CSAL) is designed to contribute to the mission of the Archdiocese of Denver Catholic Schools and to the health, well-being, citizenship, and character development of the youth of the League. The mission of the Catholic Schools Athletic League, in partnership with parents, coaches, and volunteers is to offer students the opportunity to grow in virtue, develop their full potential and become a more committed disciple of Jesus Christ. CSAL emphasizes the following values:

- *Participation:* Students at all levels of ability are encouraged to participate.
- *Respect and Dignity:* Participants are encouraged to compete while always showing respect and honoring the dignity of team mates, athletic opponents, coaches, parents, and spectators. Winning is always secondary to good sportsmanship, ethical behavior, mutual trust and showing compassion.
- *Gratitude:* Student athletes are invited to recognize and be grateful that, out of love, God created them as unique beings and that their varied gifts and talents should be used for the benefit of all and for the greater glory of God.
- *Catholic Values:* All participants—athletes, parents, coaches, volunteers, spectators—are called to uphold Catholic values and to demonstrate those values by word and deed. In addition, CSAL recognizes the importance of observing the Sabbath day by prohibiting all CSAL activities from taking place on Sunday including meetings, practices and games, so that families can remain committed to worship of the Lord and observe a day of rest.
- *Safe Environment:* CSAL seeks to ensure the protection of all children by requiring that individuals who work with and around children adhere to the policies and procedures as defined by the Child and Youth Protection Office of the Archdiocese of Denver.

These principles and values shall not be sacrificed in the desire to win. Basic to this is the duty of the host school at any athletic event to take every possible measure to assure courteous, friendly, and fair treatment to visiting players, school officials, coaches, spectators and game officials.

EXPECTATION OF ATHLETES

PARTICIPATION: Athletics is voluntary, but a revocable privilege. With this privilege comes responsibilities to maintain the established standards of conduct of this school on and off the field. Students may only compete in a league competition as a member of their school team, based on the school in which they are enrolled in at the time of competition. Students who are not part of their school team may not independently play in a league competition.

EDUCATION: Athletics are just one of the many parts of the education program that is provided to you at EDG (Escuela de Guadalupe). The reason you are in school is to learn and therefore, academics will always come first before play. Maintaining your academic eligibility is your sole responsibility and not that of your coaches or teachers. **You must maintain a minimum of 3.0 GPA each semester with no D's or F's in any subject in order to practice and/or compete.** Eligibility may also be lost due to poor citizenship inside or outside of school as well as your attendance. Participating in athletics and being part of a team may mean sacrifices. The commitment an athlete makes to the team and coach requires that choices be made and priorities met. You must attend school for the entire school day in order to be eligible to participate in any competition that same day.

COMING READY TO PLAY: Athletes should come to practice on time, ready to listen and ready to learn. Athletes should be prepared physically and mentally for the season. This includes training in the preseason and taking care of your body and mind throughout the season.

CONDUCT ON AND OFF THE FIELD: On the field: athletes are respectful towards their teammates, coaches, opponents, fans and officials. They play by all the rules of the game all the time. On campus: athletes set an example of good citizenship. They help promote school spirit and they should strive to be positive leaders in school activities. In the classroom: athletes show respect for teachers and fellow students. Students will bring all materials needed for success in school daily. This includes their PE uniform. At all times: athletes represent their team, school and community. Athletes should be conscious of their appearance and manners at all times.

SPORTSMANSHIP: Athletics mean more than competition between individuals or teams representing different schools. It is a means of learning the lessons of life. Winning and losing are a part of competition and it should be done with modesty in victory and graciousness in defeat. Sportsmanship is defined as those qualities which are characterized by generosity and genuine concern for others.

ALCOHOL, DRUGS, NARCOTICS: Possession, use, sale, furnishing, or being under the influence of alcohol, drugs, or narcotics, or any kind of controlled substance, will result in immediate suspension from participation of athletics.

STEROID WARNING: Use of steroids to increase strength or growth can cause serious health problems. Steroids can keep teenagers from growing to their full height; they can also cause heart disease, stroke, and damage liver function. These health hazards are in addition to the civil and criminal penalties for unauthorized sale, use, or exchange of anabolic steroids. As a requirement in participating in student athletes, students must pledge not to use androgenic/anabolic steroids and dietary supplements banned by the U.S. Anti-Doping Agency and the substance Synephrine, unless with a written prescription from a licensed health care practitioner to treat a medical condition.

QUITTING THE TEAM: An athlete must remain on the team that he/she is participating in until the entire schedule has been completed. An athlete who quits the team or is removed from the team for any reason before the completion of the season will not receive any awards, nor be permitted to play on a different team until the completion of the first team's season and will not be reimbursed the participation fees.

UNIFORMS AND EQUIPMENT: Uniforms are issued each season to the athlete. The athlete is solely responsible for the care of that uniform. In case of loss, an athlete will not be able to participate in either practice or competition until the fee of \$40 is paid to replace the lost item. Students issued any equipment by the Athletic Director or the coach are responsible for the care of that item throughout the duration of the season. Any loss or damage of said equipment will result in a fine determined by the Athletic Director for replacement purposes. All equipment used for practices and competitions are to be returned to the equipment closet immediately after the end of the session. When shorts are not issued to the athlete, the athlete must provide his/her own shorts that are all black in color and subject to minimum length restrictions. No tight and/or short volleyball or spandex shorts are to be worn for practice or competition. All equipment and uniforms should be handed in on the day of the last event to avoid a replacement fine.

UNSUPERVISED PLAY: No athlete may participate in any unsupervised play of any kind while in the gymnasium or within the school buildings or grounds. An adult coach, teacher, staff member or the Athletic Director must be present for any activities to commence.

PLAY REQUIREMENTS: All athletes are expected to have the following items taken care of before the season begins and before practicing: Physical Card – Insurance Waiver – Signed Driver Release Form – Permission/Code of Conduct Form – CSAL and School Registration Completed – Fees Paid in Full.

An athlete who misses the registration deadline set forth by CSAL and/or EDG, will not be allowed to practice or compete. An athlete who has not paid the required fees before the deadline will not be placed on any team and may not participate in the season.

EXPECTATION OF PARENTS

KEEPING ATHLETICS IN PERSPECTIVE: Emphasize that academics always come first. This includes dressing out and participating in Physical Education. Assist the student to structure time wisely so that athletics do not interfere with academics. Use athletics as a way to teach our children how to react and interact with other people during tense situations. Help your athlete understand that athletic ability varies with body maturity and that effort is just as important as natural ability.

SUPPORTING YOUR STUDENT ATHLETE: Encourage participation by both girls and boys. Allow the student to select the sport based on their perceived ability and likes. Provide a pressure free environment for players and coaches. Be supportive of your athlete; see that they get their medical needs met; see that they have proper equipment; attend as many of your child's contests as possible. Stress the importance of the complete athlete,

both mental and physical preparation. Do not emphasize quitting as the best way to solve problems, but rather perseverance.

SUPPORTING THE PROGRAM: Coaches at Escuela are volunteering their time and talents. Be supportive of the coaching staff and Athletic Director. Go to all meetings requested. Being on a successful team is important to your athlete, support the coaches' preparation plan. Talk to your athlete frequently about how things are going within their sport. Make arrangements to talk to the coaches or athletic director privately and early about perceived problems. During the season, take into consideration practice and games when planning family events. Understand the needs of the particular sports. Some take more equipment, some take more time, and others may call for some form of year-round preparation.

FINANCIAL OBLIGATIONS: Escuela maintains a policy that students with outstanding tuition balances are not permitted to participate in athletic programs. Parents are encouraged to contact the school's Director of Admissions & Financial Aid to discuss payment options or resolve any outstanding balances. Likewise, all athletics fees must be paid for students to be able to participate in athletics. This rule is intended to ensure all financial obligations are met in a timely manner.

REQUIRED PARENT CLASSES: www.csalsden.org is the resource to find a list of the required parent classes, times, dates, locations and registration. The Archdiocese of Denver Catholic Schools Athletic League has adopted the Play Like a Champion Today (PLACT) Sports as a Ministry program from the University of Notre Dame. The Sports as a Ministry initiative of the Play Like a Champion Educational Series is a research-based, child-centered curriculum is designed to help us recognize the spiritual nature of sports, train youth sport coaches to be effective ministers; and to promote the moral and character development of our youth.

All coaches and assistant coaches will attend a "Coaches Workshop" and be certified to coach in the Archdiocese of Denver Catholic Schools Athletic League. Coaches and assistant coaches will receive a PLACT workshop certificate along with a badge indicating our solidarity and commitment to the CSAL and PLACT.

All parents of students participating in CSAL programs will attend a "Parents Workshop" and receive a PLACT workshop certificate indicating our solidarity and commitment to the CSAL and PLACT.

At least one parent per family, must attend a Parents Workshop for their child to participate in a sport. Families are required to attend only one workshop. The workshop must be completed before the child can participate in a sport-no grace period will be provided.

ROLE MODELING/PROFESSIONALISM: Because youths are impressionable, many athletes imitate the action of their parents. Parents should model exemplary behavior on and off the field, and encourage their athlete to do the same. As spectators, parents should refrain from communicating with participants, coaches and officials until the completion of the event.

DRIVING TO COMPETITIONS: All athletes must have a signed permission form on file with the school each academic year. This permission allows for your student to ride with other parent/guardians and athletes to and from the school to competition. No driver under 18 is allowed to transport any other athlete even with a permission form. All seats in the vehicle must have access to safety restraints and may not be over crowded. Teachers, school staff and coaches are prohibited to drive any athlete at any time.

CLOSED PRACTICES: Practices are reserved for athletes and coaches only. The gym or field is therefore closed to spectators of any kind. No family, parents, siblings, or friends.

SPECTATING SUPERVISION: While attending a competition either at home or away, please supervise your children at all times. There should be no running, playing, or sitting on the sidelines especially in a high traffic areas of play. Between periods of play, there should be no children playing in the court or field, and no balls of any kind are to be brought to the competition unless for pre-game warm-up reasons only. These should be held by an adult or secured at all times to avoid game interruption or injury.

INJURIES: All injuries should be reported to the coach immediately so that an injury report form can be filled out and attention can be brought to the injury for appropriate care. Parent/Guardians will be notified immediately of any injury via phone and then followed up with via email. Return to play is at the discretion of a physician, coach, or athletic director depending upon the nature and severity of the injury.

PARENT/ATHLETE CONCUSSION INFORMATION

All Student athletes and their parent/guardian must receive information about concussion and head injury before beginning athletic competition. Students suspected of sustaining a concussion or head injury must be removed from play and not allowed to return to the sport until he/she is evaluated by and receives a written clearance from a licensed health care provider trained in the management of concussion and head injury.

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head or body that causes the head and brain to move rapidly back and forth. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after injury.

If an athlete reports **one or more** symptoms of concussion listed below after a bump, blow, or jolt to the head or body, s/he should be kept out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's okay to return to play.

<i>SIGNS OBSERVED BY COACHING STAFF</i>	<i>SYMPTOMS REPORTED BY ATHLETE</i>
Appears dazed or stunned	Headache or “pressure” in head

Is confused about assignment or position	Nausea or vomiting
Forgets an instruction	Balance problems or dizziness
Is unsure of game, score, or opponent	Double or blurry vision
Moves clumsy	Sensitivity to light
Answers questions slowly	Sensitivity to noise
Loses consciousness (even briefly)	Feeling sluggish, hazy, foggy or groggy
Shows mood, behavior, or personality changes	Concentration or memory problems
Can't recall events prior to hit or fall	Confusion
Can't recall events after hit or fall	Just not "feeling right" or "feeling down"

CONCUSSION DANGER SIGNS

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. An athlete should receive immediate medical attention if after a bump, blow, or jolt the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that not only does not diminish, but gets worse
- Weakness, numbness or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people or places
- Becomes increasingly confused, restless, or agitated
- Has unusual behavior
- Loses consciousness (even a brief loss of consciousness should be taken seriously)

WHY SHOULD AN ATHLETE REPORT THEIR SYMPTOMS?

If an athlete has a concussion, his/her brain needs time to heal. While an athlete's brain is healing, he/she is much more likely to have another concussion. Repeat concussions can increase the time it takes to recover. In rare cases, repeat concussions in young athletes can result in brain swelling or permanent damage to their brain. They can even be fatal.

WHAT SHOULD YOU DO IF YOU THINK YOUR ATHLETE HAS A CONCUSSION?

If you suspect that an athlete has a concussion, remove the athlete from play and seek medical attention. Do not try to judge the severity of the injury yourself. Keep the athlete out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it is okay to return to play.

Rest is the key to helping an athlete recover from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games, may cause concussion symptoms to reappear or get worse. After a concussion, returning to sports and school is a gradual process that should be carefully managed and monitored by a health care professional.

REMEMBER - Concussions affect people differently. While most athletes with concussion recover quickly and fully, some people will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

It's better to miss one game than the whole season. For more information on concussions, visit: www.cdc.gov/Concussion.

COACHES/VOLUNTEERS:

Coaches Professional Conduct: All coaches or team volunteers are expected to conduct themselves in a professional manner. Coaches have certain obligations to the young people and should never forget how much influence they have on their players. Because of this responsibility, a coach must be a good role model. Any technical fouls given to coaches for unsportsmanlike conduct, emotional outbursts, and defiant/disrespectful behavior are especially contradictory to the mission and philosophy. Therefore, any coach receiving a technical foul is required to immediately report the offense to and have a conference with the Athletic Director. If the incident involved a coach demonstrating poor behavior, an investigation will begin to determine the amount and extent of the disciplinary action to be taken.

The welfare of their athletes should also be the top priority. Organizational skills, good communication between players, parents, support groups, and school administration are part of your expectations. As professional people, coaches are expected to stay abreast of current trends and developments within sports.

COVID 2019 vaccine mandate. Under the County of Denver vaccine mandate anyone working or volunteering in schools must have proof of vaccine or an exemption for medical or religious reasons. This means we will need a copy of vaccine cards on file for all coaches and volunteers.

All coaches are required to obtain a background check before they get involved. Background check forms are available in the main office. Coaches must also have completed CSAL requirements. All classes, dates, times and locations and registration can be found on www.csalden.org. **Proof of completion is required before any contact with the athletes and must be provided to the Athletic Director to keep on file.**

Just to be clear, the following list is to be completed for all coaches before each season begins.

1. Concussion Class-completed annually. Certificates are filed with the school's athletic director.

<http://www.cdc.gov/concussion/HeadsUp/Training/index.html>

2. Play Like a Champion Coaches Class-completed once. Certificates are filed with the school's athletic director. See the CSAL calendar for dates, times, and locations of classes.

3. Safe Environment Class-completed once and renewed every five (5) years. Certificates are filed with the school's front office. Click the following link for times, dates, and locations for classes.

<http://archden.org/safe-environment-training-classes/#.WBqCHmePLIU>

4. Background Check. Completed by the school office.

PRACTICE SCHEDULE: Coaches will provide copies of their practice schedule (Date and Times) to the Athletic Director. Sunday and holiday practices are not allowed. Practices should be kept to a reasonable length of no more than 2 hours. Brief water breaks should be taken throughout the practice. Well-run and organized practices are a basic component of a successful athletic program. Each coach should outline each practice session. Having these plans helps provide liability protection as well as making for more organized and efficient practices.

ACCESS TO BUILDING: Building security is an understandable concern. Double check all doors that students may have come into contact with to make sure they are closed when you leave. Make sure all lights are off. The coach should be the last one to leave. Please stay with any athlete until they are safely picked up by their parent/guardian. No student should be left alone inside or outside of the school building after practice.

INVENTORY: All equipment is the property of EDG and is to be returned to the proper storage space and kept neat and orderly. The coach should inventory the equipment prior to handing items out and keep a current list of items that students check out. Students should be encouraged to wash their athletic clothing at least once every week.

Students are financially responsible for all school equipment checked out to them. It is recommended that your players hand in their uniform/equipment on the same day as their last event. The coach should do a team uniform washing prior to boxing up the uniforms in preparation for the next season. The coach will then hand in the inventory list items to the Athletic Director at the end of the season. Equipment that is damaged shall be reported to begin our process to see that it gets repaired or replaced as soon as possible.

INJURIES: All injuries shall be treated immediately. The First Aid box is located in the equipment room. Ice packs can be assembled using the zip lock bags provided and ice out of the ice machine in the room next to the gym. All injuries shall be reported using an

Accident Report Form. The coach will call the parents by phone on the same day injuries occur and complete the Accident Report form. Phone numbers of all parent/guardians should be obtained and should be taken along for all of your away games. Once the Accident Report form is filled out completely, please hand this in to the Athletic Director.

CONSISTENCY: Please be supportive and enforce all school and athletic rules with your players, parents and assistant coaches. Consistency from sport to sport and from coach to coach makes for a well-run and respectable program.

TEAM PHOTOS/AWARDS: It is the coach's responsibility to obtain a team photo at the end of each season. This should be arranged with Janalee Chmel who will be taking the photos. Photos should be completed with all participants in their full uniforms. There will be no individual photos provided.

Each season, all participants will receive a participation certificate. There will be one Leader of the Pack selected by the coach for each level. The Leader of the Pack that you nominate should truly embody leadership qualities, demonstrate sportsmanship, integrity, commitment, and teamwork. Each year one female and one male athlete will be awarded the special champion ring for Athlete of the Year in May. This is the student that participated in more than one sport offered and maintained academic excellence as well.

SPORTS OFFERED/IMPORTANT DATES

Sports are offered to all EDG students grades 5th-8th. JV/Varsity Levels based on grade level at the time of registration. **Required fees are necessary in order to participate under CSAL. The fees vary from sport to sport and from year to year. Fee information will be provided by the Athletic Director for each sport prior to the appropriate registration period. For the 2025-2026 school year, you can plan on each sport having a fee of at least \$60 per athlete.**

FALL: COED Cross-Country- Registration Open July 1st through August 28, 2025. Practices begin on Tuesday August 19th and the first meet is September 2nd. Season ends mid-October.

Coaches Meeting is September 2th, 2025

WINTER BASKETBALL: JV/Varsity Girls and Boys Basketball. Registration opens September 23rd and closes mid-October. Teams due October 21, 2025. JV/Varsity Coaches meeting is on November 4th. The season starts at the end of October and mid-January, 2026. Tournaments begin January 20, 2026.

WINTER COED FUTSAL: Due to the technicality of this sport and the lack of abundant practice time, all participants must have previous FUTSAL experience in order to practice and compete on the team either way we will have tryouts. Registration opens December 1st, 2026 and closes January 15, 2026. Teams are due January 22nd. Coaches Meeting February 5th. The season begins February 9, 2026 and it ends February 27th, 2023.

SPRING VOLLEYBALL: Girls JV/Varsity Volleyball. Spring registration begins January 6, 2026 and closes end of February, 2026. Teams due at the end of February, 2026. Coaches

Meeting is March 3rd, 2026. The season begins mid-March, 2026. The season ends at the end of April, 2026. Tournament will be during the first week of May 8, 2026.



EDG LOBOS CHEER

Let's give a cheer for Escuela, Cheer for the LOBOS

Victory's in store, whatever the score

We will forever fight-fight-fight

Shoulder to shoulder we march along

**Winning the games and bringing the fame to Escuela, Los Lobos and
you!**

Go! Fight! Win!

Awooooooooooooo

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