



**Father Leonard VanTighem**  
Athletics Handbook  
Revised 2025

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## **HAWKS Philosophy**

The goal of the Father Leonard Van Tighem Athletic Department is to provide the best opportunities for student-athletes to excel in teamwork, sportsmanship, self-discipline, and moral character. The purpose is to provide each participant with experiences that will be positive and memorable and that help the athlete develop the capacity for commitment to a cause, acceptance of responsibility, and loyalty towards any chosen endeavor.

## **Athletic Department**

Athletic Director .....	Cason Machacek & Steve Leger
Athletic Leadership.....	TBD
Principal .....	Shannon Collier
Associate Principals .....	Justin Molas, Cason Machacek

# Programs

Student-athletes can participate at the Grade 6, Developmental, Junior (Jr), and Senior (Sr) levels. FLVT athletic programs are Cross-country, Volleyball, Basketball, Badminton, and Track & Field.

## **GRADE 6 Programs**

Grade 6 programs are open to all Grade 6 students. If Volleyball, basketball, and Badminton have a shortage of athletes, these programs may open to Grade 5 athletes to fill a team. Cross-country and Track & Field have grade and age-based requirements (refer to LSAA and Zone documents).

## **DEVELOPMENT Programs**

Basketball and Volleyball are open to grade 6, 7, & 8 athletes. Badminton runs one grade 7 team. Cross-country and Track & Field have grade and age-based requirements (refer to LSAA and Zone documents).

## **JUNIOR Programs**

Basketball and Volleyball are open to grade 7 & 8 athletes. Badminton runs one grade 8 team. Cross-country and Track & Field have grade and age-based requirements (refer to LSAA and Zone documents).

## **SENIOR Programs**

Basketball and Volleyball are open to grade 7, 8, & 9 athletes. Badminton runs one grade 9 team. Cross-country and Track & Field have grade and age-based requirements (refer to LSAA and Zone documents).

## Seasons of Play

The LSAA (Lethbridge Schools Athletics Association) sets seasons of play to ensure that all schools have a fair and reasonable period to compete. It should be noted that seasons of play may overlap due to tryouts, playoffs, and Zone competition.

<b>SPORT</b>	<b>SEASON</b>
Cross-country	Fall (overlaps volleyball)
Volleyball	Fall (overlaps cross-country)
Basketball	Winter
Badminton	Spring
Track & Field	Spring

## Participation Fees

The athletic program must charge a participation fee for each activity that an athlete participates in. The following applies to participation fees;

- All participation fees will be determined by the Athletic Director in cooperation with coaches.
- An effort will be made to keep the fees consistent from one activity to the next, respectively, at the level of the team.
- Fees are paid to the school office through Cash Online
- Players must pay fees in full or make arrangements with the Athletic Director before they will be permitted to participate in league games or tournaments.

## Fundraising

Individual teams may organize fundraising activities with the approval of the Administration. From time to time, there may be school-based fundraisers for Athletic Programs.

## Uniforms and Equipment

FLVT sports teams are privileged to use high-quality equipment and uniforms. To maintain and replace team equipment and uniforms over time, there is a user fee attached to each sports fee. This will be reflected in each team's budget.

Uniforms for Volleyball and Basketball will be provided by Father Leonard VanTighem School. Track Singlets will be provided by FLVT for cross-country and Track meets. Team uniform shirts will be ordered and charged to players for all Badminton teams and grade 6 volleyball and basketball teams.

Uniforms will be distributed and collected by the Athletic Director for each team during the year.

Players will be responsible for the care and maintenance of uniforms while they are in their possession. Players will be responsible for the cost of replacement of any uniform damaged or lost while in their possession.

All uniforms are to be washed in cold water and hung to dry.

**IMPORTANT!** Uniforms are to be worn only for games. They are not the property of the athletes. This includes use in physical education classes, practices, or any other unofficial FLVT game.

## **Transportation**

Transportation for league, tournament, city, and zone, events is the responsibility of parents and parent volunteer drivers. Charter bus will also be used for some events at the discretion of the Athletic Director and Father Leonard VanTighem admin team.

### **Charter Bus**

· At times teams may travel by chartered bus. This will be at the discretion of the Athletic Director and Father Leonard VanTighem admin team.

### **Volunteer (Parent/Private) Vehicle**

- Family members may transport other immediate family members to events.
- Players may be transported to events by registered Volunteer Drivers.
- To become a registered Volunteer Driver, drivers must complete Holy Spirit's Volunteer Driver Form and meet all requirements as stated on the form.
- Volunteer Driver forms are available from the school office or Athletic Director.
- Volunteer vehicles used for league transportation will not be eligible for financial Compensation from the school.
- Volunteer drivers that are not a teacher or Holy Spirit staff member require a Criminal Record Check.
- The check is required if they are supervising students without a teacher or Holy Spirit staff member present.

## **Practice and Game Times**

There must be a coach, supervisor, or teacher present at all practices and games.

The Athletic Director, in collaboration with the coaches, will create a practice schedule for the season. The schedule will be posted on the online Athletics Co-Curricular Calendar. Updates and changes will be made online and communicated by coaches. It is recommended to check the site each week.

Sports that are in season will have practice and gym booking priority over sports that are beginning their season. For example, volleyball will have priority over basketball until their season and postseason play have completed. When scheduling gym time, consideration will be given to the season of play, city and zone playoffs, special school events or bookings, and other activities such as the elementary marathon club. Activities that have facilities booked and are entering the playoffs will have priority.

Coaches are encouraged to provide players and parents with individual copies of practice and game schedules. They are also encouraged to provide weekly updates to athletes and parents via email, text, or a team app.

## Eligibility

To be eligible to participate, Grade 6, 7, 8, and 9 students must meet eligibility requirements as set out by the LSAA and SZJHAA. Volleyball, Basketball, and Badminton are categorized by grade level. Cross-country and Track & Field are categorized by grade level and age.

Students are expected to uphold all academic responsibilities and be in good academic standing. Good academic standing includes regular attendance in all classes. Student-athletes with poor attendance, excused or unexcused, may not be eligible to participate in FLVT athletics. Student-athletes are expected to pass all of their classes. Student-athletes who are not passing classes may be ineligible to participate in FLVT athletics. Academic interventions will be available to student-athletes if needed.

Students must be in attendance for the day of a practice or game to participate in that practice or game. Legitimate reasons for an absence that would allow a student to participate on the same day as an absence are:

- School-Sanctioned Activities
- Appointments with health professionals
- Emergency Situations
- Students who are absent from classes for a portion of the day due to illness/excused absences are not eligible to participate by simply making it to the remaining portion of their classes. It may be considered unethical for a coach to practice or play an athlete who was ill earlier in the day. The effects of that illness may linger and present a potential health risk to the athlete, their teammates, and their opponents if the athlete practices or plays that same day.

An athlete under suspension from school is also suspended from participation in extracurricular activities until the student has been reinstated to classes.

## Commitment

Being a member of any school team is a privilege that each athlete must earn. A key to earning that privilege is commitment to the team. This type of commitment includes:

- Attend all practices, games, and team events.
- Provide the coach with advance notice of absences from practices or games, and an explanation of that absence.

Team success can only be achieved if all participants are committed.

## Team Selection

### Volleyball, Basketball, Badminton

Tryouts for teams are open to all students of Father Leonard VanTighem who meet the requirements of age, grade, gender, and eligibility. Coaches will conduct open tryouts for team selection based on:

- **ATTITUDE:** have a positive attitude toward the game & others
- **COMMITMENT:** show up on time to all team functions
- **HARD WORK:** Do your best, physically and mentally, in all you do
- **COACHABILITY:** try to do what coaches are instructing, even if it seems awkward, slow, or new
- **SKILL:** how well you play and understand the game

### Cross-Country, Track & Field

There are no tryouts for these sports. All students who would like to participate and meet the eligibility guidelines are allowed to compete. Cross-country is open to all students and has a school meet for athletes to have the opportunity to qualify for City and Zone meets. Track & Field is open to all students and has a school meet for athletes to have the opportunity to qualify for City and Zone meets.

## **Playing Time/Expectations**

Father Leonard VanTighem participates in competitive leagues. All of our teams are development and competitive-based. Try-outs do include cuts, and playing time is not equal. Except for:

- Grade 6 Volleyball and Basketball teams: These teams are development-based. There are no cuts, and playing time is equal.
- Cross-Country: Individual sport, and all are welcome to participate at the school level
- Track & Field: An Individual sport, all are welcome to participate at the school level

## **Communication**

Clear communication between coaches, players, and parents is critical to avoid misunderstanding. This communication can be initiated and maintained in several ways:

- At the beginning of tryouts, coaches should provide a written statement of their philosophy, team goals, fees, and player expectations.
- Coaches should outline the process for communication for the team. (examples: email, text group, team app)
- The athletic director and coaches will host a parent meeting at the beginning of the season for volleyball and basketball.

### **Communication expected from student athletes to coaches:**

- notification of any schedule conflicts well in advance
- specific concerns in regards to a coach's expectations and/or philosophy

### **Communication Process for Parents:**

- Express concerns privately and directly to the coach away from the court setting
- Please respect the 24-hour rule by allowing 24 hours to pass before contacting or communicating with the coach. This leads to more positive communication and outcomes.
- Provide notification of any scheduling conflicts well in advance
- Ask questions or express concerns regarding a coach's philosophy and/or expectations

### **Appropriate Topics to Discuss with Coaches:**

- Develop ways to help your child improve their level of play
- Address concerns about your athlete's behavior
- Discuss your athlete's academic performance and how it relates to their athletic commitments
- The impact of participation in the sport on your athlete, mentally or physically

### **Issues Not Appropriate to Discuss with Coaches:**

- The athlete's playing time. Approach this from how your athlete can improve
- The team's strategy
- The coach's play calling
- Discussion about other student athletes

### **The Next Step: Dealing with concerns that are not being resolved positively**

1. Call and schedule a meeting with the Athletic Director to discuss the situation
2. If a resolution cannot be reached, the next step can be determined

### **IMPORTANT REMINDER!**

It has become increasingly challenging to attract coaches and officials to sports.

Coaching is demanding, emotional, and challenging work. The number of decisions made throughout the season is immense and never-ending. Athletes have the opportunity to participate in sports because of these amazing volunteers.

Officials at this level are not carded officials (they do not have specialized credentials). They officiate to allow athletes the opportunity to compete in sports. Their level of knowledge of the game varies, and they are doing the best they can. They will make errors, just like coaches and athletes. All athletes, coaches, and parents are expected to respect all officials. Without them, we cannot play the game.

Please thank the coaches and officials as much as possible throughout the season. Without them, there is no game for our athletes.

# Injury

All student-athletes should carry some form of medical insurance. If an athlete is injured while participating on behalf of Father Leonard VanTighem, the school will not cover medical costs (ex. Ambulance costs).

Any student who is injured on or off the field of play and requires medical attention may be required to present a note from a physician before being eligible to practice or play again.

## Concussion Protocol

Athletes with suspected concussions should be removed from play, referred to a medical doctor for diagnosis, and follow a gradual return-to-sport process under medical supervision. Athletes **cannot** return to school sports until written medical clearance from their medical doctor is provided to the school's Athletic Director

### 1. Take Action:

- **Recognize:** Learn to identify the signs and symptoms of a concussion.
- **Remove:** If you suspect a concussion, immediately remove the athlete from the game or practice.
- **Refer:** Send the athlete to a medical doctor for a proper diagnosis.

### 2. Follow Up:

#### **Medical Clearance:**

Only a medical doctor can diagnose a concussion and give the athlete medical clearance to return to sport.

#### **Contact Parents:**

Inform the parents or legal guardian after a suspected concussion.

### 3. Return to Sport (Gradual):

- Athletes **cannot** return to Sport until written medical clearance from their medical doctor is provided to the school's Athletic Director
- **Gradual Return:** Slowly increase activity, but stop if symptoms worsen and then wait for them to settle.
- **Medical Guidance:** The entire return-to-sport process must be guided by the [Canadian Guideline on Concussion in Sport](#), ensuring the athlete is fully recovered before returning to full competition.

Coaches, families, and athletes can also visit [coach.ca](#) for more information and complete the NCCP Making HeadWay in Sport module.

## FLVT HOME TOURNAMENTS

### VOLIEYBALL

Jr. Hawks Volleyball Girls & Boys  
Sr. Hawks Volleyball Girls & Boys

Date:  
Date:

### BASKETBALL

Potential Development Tournament Girls & Boys  
Jr. Hawks Basketball Girls & Boys  
Sr. Hawks Basketball Girls & Boys

Date:  
Date:  
Date:

### BADMINTON

Grade 6 & 7 CAMP Tournament  
Grade 8 & 9 CAMP Tournament

Date:  
Date: