



# **Middle School Athletic Program**

## **Handbook**

2021-2022

## **Table of Contents**

Mission Statement & Pledge.....	3
Athletic Committee.....	3
Kingdom of the Son Conference.....	3
Eligibility.....	4
Requirement for Participation.....	4
General Information.....	7
Athlete Expectations.....	8
Parent/Guardian Expectations.....	9
Appendix A: Kingdom of the Son Schools.....	10
Appendix B: Kingdom of the Son Eligibility Rules.....	11
Appendix C: Kingdom of the Son Rules by Sport.....	12
Appendix D: Volunteer Opportunities.....	14

## **Mission Statement**

The mission of the Queen of Peace Catholic Academy Middle School Athletic Program is to provide a positive, faith-filled environment for athletes to participate in competitive sports.

## **Pledge**

As an athletic community, we are **dedicated** to teamwork and **determined** in achieving our goals as we strive to be **disciples** of Christ.

## **Athletic Committee**

The QPCA Middle School Athletic Program is run by the Athletic Committee. Members of the Athletic Committee are responsible to work together to shape the athletic program, determining policies and procedures, ensuring compliance of athletes, coaches and parents, assigning coaches, and supervising the day-to-day running of the program.

### Members

Therese Majewski, Principal  
Jessica Wilburn, Athletic Director  
Janet Wolf, Assistant Athletic Director  
Ryan Brown, Chelsea Johnson, Janet Wolf, Glen Vassou

### Contact:

Jessica Wilburn  
Jlwilburn@qopacademy.org

## **Kingdom of the Son Conference**

QPCA is a member of the Kingdom of the Son Conference. As a member, we comply with the rules and regulations set forth by the conference. The Conference By-Laws are available on request. See Appendix A, B, and C for a list of member schools, non-academic eligibility requirements that might pertain to your athlete, and sport-specific rules.

## Eligibility

### Age/Grade

Students grades 5-8 are eligible to try out for QPCA Middle School Sports Program. JV teams are 5-6th graders and varsity teams are 7-8th graders.\*

### Sports

Fall	Winter	Spring
Girls JV Volleyball Girls Varsity Volleyball Co-ed Soccer (5-8th) Co-ed Cross Country (5-8th)	Girls JV Basketball Boys JV Basketball Girls Varsity Basketball Boys Varsity Basketball	Co-ed Track & Field (5-8th) Co-ed Golf (5-8th) Boys Lacrosse (5-8th) Baseball (5-8th) Girls Fast Pitch Softball (5-8th)

\*Conference eligibility sets an age limit for students on JV and Varsity teams, regardless of grade. See Appendix B of this manual for more information. In the event that there are not enough athletes in the above grades to field a team, 4th grade students may be eligible to try out in a subsequent tryout session, as determined by the Athletic Director.

## Requirements for Participation

### Compliance

In order to participate on any QPCA team, each athlete and parent/guardian must read the Saints Middle School Athletics Handbook and **sign the compliance statement** at the bottom of the Athletics Registration Form, indicating that athletes and parents will comply with the rules stated herein. **Noncompliance by either student or parents will result in penalties for the athlete.**

### Athletic Forms

Athletic Forms must be submitted **prior to participating** in any QPCA tryout, practice or competition. Forms need only be submitted **once per school year**. All forms can be downloaded from the QPCA website.

1. Current **Sports Physical** (FHSA EL2 form) (valid for one year following date of the exam)
2. **Athletic Registration Form**
3. **Student Athletic Participation Agreement & Waiver** (notary required)

### Sports Fees

\$200 per athlete per school year. This **annual**, non-refundable fee covers an athlete's participation in any QPCA middle school competitive team.

All fees must be deposited into the athlete's FACTS account (under Athletics) by stated deadlines when joining a team.

## Academic Grades

Athletes are expected to maintain grades that reflect their ability. Grades must be satisfactory in order to tryout for any team. Athlete grades will be checked at the beginning of the season and every two weeks after that until the end of the season. An athlete who fails to maintain satisfactory grades will be placed on *Academic Probation* for 2 weeks. Continued failure to maintain satisfactory grades will lead to *Academic Suspension*, during which the athlete will not be allowed to attend practice or competitions as a member of the team. If, after a specified period of time, grades have not sufficiently improved, the athlete will be expelled from the team and will only be allowed to try out/join another team with the permission of the Administration and the Athletic Director.

*Florida Virtual School* classes are included in the grade check. Athletes enrolled in FLVS are further expected to keep pace with assignments and assessments in order to finish the course on time. Failure to do so will result in the same penalties outlined above.

During *Academic Probation*, athletes are still allowed to participate in athletics.

During *Academic Suspension*, athletes are not allowed to participate in practice, competitions or any other team event (e.g. party, meeting, trip to UF sports event, etc.).

Any athlete with 2 D's or 1 F at the time of grade check is considered to have unsatisfactory grades.

Athletes who are referred to *Think Tank* or *Office Hours* by a teacher or the administration will be **required** to attend Think Tank or Office Hours before being allowed to attend practice or competitions.

## Athlete Conduct

As representatives of QPCA, athletes are expected to conduct themselves in a manner that reflects our Catholic faith, especially in interactions with others. Athletes are subject to penalties, which include suspension or expulsion from a team, based on inappropriate **behavior in and out of school**. All athletes will be held to the expectations for conduct as outlined in the QPCA Student-Parent Handbook and the Kingdom of the Son Conference By-Laws (see Appendix B).

As stated in the QPCA Student-Parent Handbook, disciplinary action for the accumulation of 30 demerits will result in a week's suspension from any current sports teams. Further demerits will affect an athlete's ability to participate in athletics.

In addition, the administration reserves the right to suspend or expel any athlete from sports teams for more serious offenses, continuous disregard for QPCA rules and expectations, noncompliance (by parents or athletes) with the rules/expectations set forth in the Saints Middle School Athletic Handbook, or continuous disrespect of QPCA coaches and teammates.

Suspended athletes are not permitted at practice, competitions or any other team event (e.g. party, meeting, trip to UF sports event, etc.).

Any athlete expelled from a sports team must gain permission from the administration in order to sign up for/try out for any subsequent teams.

### **School Attendance**

Attendance at school (at least 1/2 day) is required in order for an athlete to attend practices and competitions on any given school day. Any athlete who leaves school during the day at any time due to illness or head lice will not be eligible to attend practice or competitions on that day. If school Mass is held on the day of the competition, athletes must attend Mass in order to be eligible to play.

For competitions that take place on a no-school day, the above rules apply to the last day school was in session before the competition (e.g. Friday for a Saturday competition).

### **Consent for Attendance, Conduct and Grade Check**

In accepting a position on any QPCA sports team, an athlete and the athlete's parents/guardians give permission for the Athletic Director to check and discuss the athlete's attendance, conduct, grades, and missing work with the athlete, the athlete's teachers, the athlete's parents/guardians, and the school administration..

### **Accidents/Injuries/Illnesses**

It is the responsibility of the parents/guardians of the athlete to ***inform the Coach and Athletic Director*** of any accidents, injuries, illness, physical limitations, or other medical issues that affect an athlete's participation. The welfare of our athletes is of paramount importance.

### **Cell Phones**

Cell phones are NOT to be used by athletes when in attendance at an athletic practice or competition.

For off-site practices and competitions, this includes the car ride to and from the venue. It is strongly recommended that parent supervisors hold athlete cell phones. Parents are expected to supervise their own athlete(s) concerning this matter. Parents who are unable to attend competitions may enlist another adult to take on that supervisory role, as long as the other adult is able and willing.

### **Schedules**

Although your coach is expected to communicate with you, parents and athletes are ultimately responsible for being aware of the schedule. ***If an athlete has to miss a practice or competition for any reason, please contact the coach in advance.***

## Volunteering

The success of our program depends on volunteer efforts! Parents of athletes are **required** to volunteer in the athletic program. Volunteer opportunities may vary from sport to sport. See appendix C for further information.

## Spectator Conduct

Spectators are expected to act appropriately and show good sportsmanship at all times during practices and competitions. Any spectator who is disrespectful to a player, coach, official or another spectator, or is engaged in misconduct during practices or competitions, will be asked to leave the premises and will not be allowed to attend further practices and competitions until cleared by the Athletic Committee.

## Grievances

Any grievances related to coaching should be first addressed with the coach at an appropriate time and place, and in an appropriate manner. *During or immediately prior to or following a competition is **not** the appropriate time.* Grievances that cannot be resolved should be brought to the attention of the Athletic Director. The Athletic Director and the Athletic Committee are committed to working with athletes, parents, and coaches to resolve issues relating to the athletic program.

# GENERAL INFORMATION

## Uniforms

Care of uniforms is the responsibility of the athlete and his/her family. Please air-dry uniform jerseys, report any damaged or lost uniforms to the Athletic Director immediately, and **return uniforms clean and in good condition** at the end of the season. A fee will be incurred for any uniform not returned by the deadline set for that team. In order to receive a uniform for any subsequent team, for report cards to be issued, or to obtain any other school records, either all outstanding uniforms must be returned or the required fees paid. Fees are based on cost of the uniform in question, and will be prorated depending on how many “pieces” of the uniform are return.

Team	Uniform	Total Cost	Cost Per Item
Baseball	jersey	\$40	\$40
Basketball	shorts & jersey	\$70	\$35
Cross Country	shorts & jersey	\$70	\$35
Golf	polo shirt	\$30	\$30
Lacrosse	shorts & 2 jerseys	\$100	\$35
Softball	jersey	\$40	\$40
Soccer	shorts & jersey	\$70	\$35
Track & Field	shorts & jersey	\$70	\$35
Volleyball	jersey	\$40	\$40

**Transportation**

QPCA does NOT provide transportation to or from any practices or competitions. All transportation must be arranged in advance by the parent/guardian. Any student (including siblings) leaving school early for a QPCA competition must provide written notice prior to the event.

**Pins & Letters**

Athletes will receive a pin for each team in which s/he fully participated. First time QPCA athletes will also receive a letter.

**Admission Fees**

Admission fees for Kingdom of the Son Conference regular season competitions are \$3 for adults 18 and over. Admission fees for Tournament competitions are \$5 for adults 18 and over. Fees may also apply to non-conference competitions.

**Updates**

QPCA reserves the right to update the Middle School Athletic Handbook at any time. Parents will be notified of any changes via email.

**FOR THE ATHLETES...****Attendance & Punctuality**

Attending practices is an integral part of teamwork. Athletes are expected to attend all practices. Be on time and ready to play. Please remember that coaches invest time and energy planning for practices and competitions based on all athletes being present. Make their jobs easier by notifying them BEFORE the practice or competition if you are not able to attend. Missing practices or being late may result in less playing time during competitions.

**Dress**

*Practices:* Athletes can wear clothes of their choosing, as long as the clothes are appropriate for the school setting and for an athlete's particular sport.

*Competitions:* Athletes are required to wear the Queen of Peace uniform.

**Conduct**

Athletes are expected to act appropriately and with decorum at all times during practice and competitive events. Inappropriate behavior will result in disciplinary action.

**Playing Time**

Playing time is determined by the coach and is based on a combination of attitude, athletic ability, and attendance. Athletes are not guaranteed playing time in every competitive event.

**Competition Day Responsibilities**

Athletes are expected to arrive at the competition venue at the time specified by the coach, and will stay with the team after the competition until released by the coach.



***Athletes will assist the coach in setting up prior to the competition and/or cleaning up after the competition, whether playing at home or away.***

## **FOR THE PARENTS...**

**Healthy Competition & Parent Conduct:** Your job as a parent is ultimately to help your athlete develop into a functioning, decent human being as s/he moves through childhood and adolescence. You can do this by supporting, encouraging and guiding your athlete through the failures and successes inherent in any endeavor, so that s/he learns the important life lessons, such as humility, honesty, integrity, hard work and sacrifice, winning and losing with grace, sportsmanship, teamwork, fair play, and respecting others. Competitive sports offers you a chance to guide them on this path. Your main purpose is NOT to ensure that your child be a starter, score more than their teammates, beat the other team, or make an All-Star team. The best way to teach these lessons is to model appropriate behavior and allow your athlete to be an independent and internal problem solver. Remember, it's just a game.

### **Parent Supervision of Children**

It is your responsibility as a parent/guardian to make sure your athlete has supervision at all times when participating in a school-sanctioned competition, whether on campus or off. If you cannot be there, it is your responsibility to determine who will be supervising and/or driving your child and confirm with this person prior to the event.

DO NOT drop athletes off earlier than 10 minutes before a scheduled practice time.

**Parents/drivers must make sure the athlete's coach is present before leaving.** Do not assume there is "someone" to watch your athlete, and please ensure that s/he does not interfere with another team's practice. This applies to any other children under your supervision as well.

See "Gym Safety" and "Field Safety" for further guidelines.

### **Gym Safety**

Please use the main entrance to enter the gym. No gum chewing, glass, or cleats in the gym. Do not enter the storage closets for any reason. Please handle all gym equipment appropriately. No ball handling in the gym for spectators during practices and competitions, including during basketball half time. All children should be supervised by a parent/guardian.

### **Field Safety**

Please do not move sports equipment, unless specifically asked to do so by a coach or staff member (e.g. goals, benches, bleachers). Throw all trash away, and assist in keeping the field clean and free of obstacles by collecting trash you see on and around the field.

**The care of equipment and supervision of children also applies to any off-site venues.**

## Appendix A

### **Kingdom of the Son Conference Schools**

Blessed Trinity Catholic School (Braves)  
5 SE 17th St.  
Ocala, FL 34471

Cornerstone School (Cougars)  
2313 SE Lake Weir Rd.  
Ocala, FL 34471

Dunnellon Christian Academy (Eagles)  
20831 Powell Rd.  
Dunnellon, FL 34431

Grace Christian School (Crusaders)  
4410 SE 3rd Ave.  
Ocala, FL 34480

Meadowbrook Academy (Mustangs)  
4741 SW 20th St.  
Ocala, FL 34474

Ocala Christian Academy (Crusaders)  
1714 SE 36th Ave.  
Ocala, FL 34471

Redeemer Christian School (Lions)  
155 SW 87th Pl.  
Ocala, FL 34476

Redeemer Christian School (Lions)  
155 SW 87th Pl.  
Ocala, FL 34476

Seven Rivers Christian (Warriors)  
4221 W. Gulf Lake Hwy  
Lecanto, FL 34461

St. John Lutheran (Saints)  
1915 SE Lake Weir Rd.  
Ocala, FL 34471

St. Patrick (Panthers)  
550 NE 16th Ave.  
Gainesville, FL 32601

St. Paul's Lutheran School (Blazers)  
6150 N Lecanto Hwy  
Beverly Hills, FL 34465

The Rock School (Lions)  
9818 SW 24th Ave.  
Gainesville, FL 32607

## Appendix B

### **Kingdom of the Son Mission Statement**

The mission of the Kingdom Conference is to provide a wholesome, competitive, athletic program within a Christian environment. The conference promotes good sportsmanship and fair play, within the guidelines established by the schools in the conference.

### **Kingdom of the Son Eligibility Rules (non-academic)**

1. Any student not allowed to play because of an injury must have a “clear to play” note from a physician before returning to play.
2. If an athlete turns fifteen (15) before September 1st of the school year, s/he may not participate in any sport. On the 5th/6th grade level, if any athlete turns 13 before September 1st of the school year, s/he may not participate in any JV sport.
3. Unsportsmanlike conduct: Any athlete who strikes, curses, is removed from a game, threatens an official, or is guilty of any other related misconduct during a game, shall be suspended and therefore ineligible to participate in athletics for a period to be determined by the Principal and Athletic Director.
4. Any coach who strikes, curses, is removed from a game, or threatens an official will be subject to suspension to be determined by the Principal and Athletic Director.
5. Suspended players or coaches are not allowed to sit on the bench during any athletic contest.
6. All players must be legally enrolled in the school. Schools will follow FHSA guidelines concerning legal enrollment. If you have a student on your team that is home-schooled, report it on the eligibility roster.
7. A player may be temporarily moved up to another level, (ex. 5/6 grader to 7/8 grade team, 7/8 grader to high school) or down (if player meets grade level and age requirements) **two** times during the season, including non-conference competitions. A third move is permanent (for the season) and the player will no longer be able to move to his/her previous team during the season or the tournament. Each school's Athletic Director must ensure that the opposing team is informed of any move before the competition in question begins. The Athletic Director will also inform the entire conference of the change within 24 hours of a move in the manner decided upon by the conference members. Players are only allowed to participate on one team per day (i.e. a player is not allowed to play on both a JV team and a Varsity team on the same day).

These rules will be fully enforced by QPCA.

## Appendix C

# Kingdom of the Son Rules by Sport

The Kingdom of the Son Conference follows FHSA rules with these exceptions:

### CROSS COUNTRY

1. Schools can enter a girls and boys team.
2. Girls and boys teams will run a 3K.
3. Team trophies for 1st and 2nd place, and individual awards for top 3 male and female runners will be awarded.

### SOCCER (Co-ed)

1. Game will consist of two (2) thirty (30) minute halves with a ten (10) minute halftime.
2. In overtime, there will be one five (5) minute overtime period, then the teams will go to penalty kicks, if necessary, until a winner is decided.
3. Any player receiving two (2) yellow cards in one game will automatically receive a red card after the second yellow card and be sent off the field.

### VOLLEYBALL

1. Home team must furnish the proper equipment, scorekeeper, line judge, and official.
2. Net for J.V. is to be set at 7' and for Varsity 7'4".
3. Visiting team must furnish one (1) line judge.
4. All matches including tournament play will be the best (2) out of three (3) games.
5. All games will be rally scoring to 25, win by two. If a third game is needed it will be rally scoring to 15.
6. J.V. teams will use the Lite volleyball.

### BASKETBALL

1. Schools are not required to have both home and away uniforms.
2. Varsity Girls' team and J.V. teams will use the 28.5 basketball. Varsity Boys teams will use the 29.5 basketball.
3. Games are set to be played in this order: J.V. Girls, J.V. Boys, Varsity Girls, and Varsity Boys.
4. Six (6) minute regular time quarters.
5. Overtime will be three (3) minutes.
6. 10-minute warm ups and 8-minute half time. No spectators are to be on the court during these times. Pregame warm ups are reserved for teams playing in that game. Half time is reserved for teams, supervised by a coach, playing in the next game.
7. Unruly fans can cause their teams to be penalized:
  - First Warning: Warning to the coach
  - Second Warning: Technical foul
  - Third Warning: Forfeit of the game
8. Junior Varsity teams are not allowed to run a full court press in the first half of the game. No press will be allowed with a 15 point lead for J.V in the second half. Varsity will not press after a 20 point lead in the game.
9. A running clock will begin with a 30 point lead in the 2<sup>nd</sup> half.

**\*Spectators are not to address the referee(s) directly in any manner during the competition and can be ejected from the competition for doing so in a negative manner.**

### **GOLF**

1. Each school may enter a team, maximum of 5 players, in the Kingdom of the Sun Conference Golf Tournament.
2. This is a co-ed, nine-hole tournament. Players will tee off from the forward tees.
3. Awards are given for low team total (4 players) and for overall 1st - 5th individual low scores,

### **TRACK AND FIELD**

1. Each school may enter 4 teams: J.V. Girls, J.V. Boys, Varsity Girls, and Varsity Boys.
2. In each division, team trophies for 1st and 2nd place overall and 1st - 6th place ribbons are awarded.
3. Events are: high jump, long jump, shot put, 100m, 200m, 400m, 800m, 1 mile, 4x100m relay, 800m sprint Medley Relay (100, 200, 300, 400).

These rules will be fully enforced by QPCA.

## Volunteer Opportunities

### General

Occasional concession stand cleaning  
Restocking concession stand

### Baseball/Softball

Concessions/Gate  
Team Parent  
Score Keeper  
Field Clean Up Crew

### Basketball

Score Keepers  
Clock  
Concession Stand/Gate  
Gym Clean Up Crew  
Team Parent

### Cross Country

Supervision at practices  
Supervision at meets  
Set Up Crew for meets  
Clean Up Crew for meets  
Team Parent

### Golf

Assist in practices  
Team Parent

### Lacrosse

Score Keepers  
Concession Stand  
Gate  
Field Clean Up Crew  
Field Lining  
Team Parent

### Soccer

Field Lining  
Field Clean Up Crew  
Concession Stand  
Gate  
Team Parent

### Track & Field

Set Up Crew at meets  
Clean Up Crew at meets  
Supervision at meets  
Team Parent  
Assist in practices

### Volleyball

Line Judges  
Score Keepers  
Clock  
Concession Stand/Gate  
Gym Clean Up Crew  
Team Parent