

General Rules--Kansas City Parochial League  
Diocese of Kansas City – St. Joseph  
Revised June 2024  
ATHLETIC PROGRAM

Table of Contents

Article I - Mission Statement .....	1
Article II - Eligibility .....	1
Article III - Behavior Expectations .....	3
Article IV - Disciplinary Guidelines .....	5
Article V - Forfeit.....	7
Article VI - Protest.....	8
Article VII - Coaches Qualifications .....	9
Article VIII - Coaches Responsibilities .....	10
Article IX - Player Participation .....	10
Article X - Athletic Directors .....	11
Article XI - Team Divisions & Section Process .....	12

## **ARTICLE I MISSION STATEMENT**

The purpose of the Kansas City Parochial League (PLKC) is to provide the opportunity for the youth to grow physically, psychologically, emotionally, and spiritually in the image of Christ through the benefits of a positive athletic experience.

## **ARTICLE II ELIGIBILITY**

SECTION 1. All Kansas City-St. Joseph Diocesan schools must adhere to all Kansas City Parochial League (PLKC) rules & regulations regardless of the league in which they participate.

SECTION 2. To participate in the athletic program sponsored by the PLKC, each member must be registered with the school or parish they represent and with the PLKC Office.

SECTION 3. All Registration is done online on the PLKC website, including the Permission to Participate form. Athletic Directors will submit rosters electronically and each participant must have a parent/guardian submit a Permission to Participate form online before the league-established deadline.

SECTION 4. Students and coaches must be in good standing regarding past sportsmanship as judged by the PLKC Board.

SECTION 5. All teams will be placed in divisions representing the highest-grade level represented. Once the league established roster deadline has passed, no roster changes can be made without PLKC approval. Individual athletes can only be rostered on one team during a season.

SECTION 6. Boys & girls shall not be allowed to compete on the same team or against each other, except for the scheduled coed events in track.

### SECTION 7. AGE REQUIREMENTS

a. As of October 15th, of the current school year, a child must not have reached the following age in order to participate in the indicated grade:

Third grade - Tenth birthday

Fourth grade – Eleventh birthday

Fifth grade – Twelfth birthday

Sixth grade – Thirteenth birthday

Seventh grade – Fourteen birthday

Eighth grade – Fifteenth birthday

b. AGE REQUIREMENT HARDSHIP APPEAL - Parochial League Board may waive provisions of this age requirement rule provided that during a personal interview of the student and parent(s) the following criteria are met:

1. A maximum of one year (12 months) from a. listed above will be considered.

2. The parent(s) must submit a hardship letter of request, and the specific sport(s) must be identified.
3. A student's physical or mental maturity would not take advantage of or jeopardize the health and safety of other participants.
4. If the Parochial League Board declares the student eligible, he or she shall be eligible upon notification and ONLY for the sport(s) programs approved.

SECTION 8. All contestants participating in the PLKC program must be members of the parish or attend the parish school of the parish they represent.

- a. If a player starts the season with a parish team and later moves out of the parish, then he/she may complete the season with the parish team provided he/she has played at least three games while still a resident thereof or he/she may transfer to the team of his/her new parish.
- b. If a school has the minimum number of players to field a team, as set out subsequently in these rules, then all participants from that school must play on the school team.
- c. If a school does not have enough athletes to field a team in a particular grade level and the school is unable to combine grade levels by moving players up from a lower grade level such as fifth (5th) graders up to the sixth (6th) grade to form a team, then the School Athletic Director may submit a request in writing to the PLKC Board requesting permission to combine with a neighboring school in need of participants to form a team.
- d. Parish School of Religion participants:

1. The child and parent(s) are registered members of the parish they represent. The child must be a full-time registered student in the Parish School of Religion (PSR), registered for PSR classes in September or when the first day of classes begins. Any late registrants will not be allowed to participate in the school's athletic program for that current school year. PSR students must maintain an acceptable attendance record of at least 75% attendance during the past and present school year to qualify for the school team. This record will be provided by the Religious Education Director of the PSR program. The Director must fill out a form, sign it and provide it to the parish athletic director for all PSR students seeking to participate in sports at the school, indicating if all the requirements have been met. PSR students must submit to the Catholic school principal a quarterly report card for review. Any student who is home schooled must have a written statement from the Parish pastor that the home-schooling religion curriculum is approved. Any homeschooled children must play in the athletic program associated with the parish where they are registered.
2. A PSR student may not play on his/her own school team and a Parochial League team simultaneously.

SECTION 9. Academic Eligibility – A participant's academic eligibility shall be governed by the standards set forth by the Diocesan School Office Principals' Handbook and subject to each individual principal's discretion.

SECTION 10. A student must attend school on the day of a game to be eligible to participate in any PLKC contest, other than exceptional circumstances approved by the Principal.

SECTION 11. Photographs of Students or Children (Section 330.9 of the Principal's Administrative Manual) "Administrators should have on file a signed "Parent/Guardian Consent for Photo and Similar Recordings" before any photograph, digital image or video of a student or child is published for the purpose of marketing.

SECTION 12. In accordance with State of Missouri laws, regarding concussions in sports, Immediate removal if concussion suspected: A youth athlete suspected of having sustained a concussion or brain injury in a practice or game must be immediately removed from competition and not allowed to return for at least 24 hours; No return to play without written clearance. Once removed from play, the athlete may not return to competition until he/she has been (a) evaluated by a health care provider trained in the evaluation and management of concussion; and (b) receives written clearance to return from that health care provider. A written clearance must be provided to both the parish and PLKC Office signed by the above-mentioned health care professional.

SECTION 13. The Parochial League Board shall be entitled to grant exemptions to all rules of eligibility for good cause shown.

### **ARTICLE III – BEHAVIOR EXPECTATIONS**

#### **SECTION 1. COACHES**

- a. Schools should select coaches to represent their teams. It is the school's responsibility to ensure that the coach has completed all necessary Protecting God's Children training required by the Diocese. By listing the coach on any required PLKC forms and allowing the coach to act as its agent, the school is acknowledging and representing that the coach is considered eligible at the school level.
- b. Coaches must also meet the certification standard as set forth by the PLKC. The standard currently required is successful completion of Play like a Champion: Coaching as Ministry Coaches' certification.
- c. Should a coach violate school rules, it will be considered a school matter, and the school will determine the consequences for the coach. Should a coach violate league rules, it will be considered a league matter and the PLKC athletic director will determine the consequences using the PLKC Disciplinary Guidelines as the primary guide. A given sport's disciplinary rules (if applicable) will also be used in helping determine appropriate consequences.
- d. Violations may subject coaches to losing their privilege to coach, and may also require re-certification in the PLC program, or other applicable training program based on the discretion of the PLKC.

#### **SECTION 2. SPECTATORS (FANS)**

Please see the Spectators' Code of Conduct found in this Handbook. This will be used as a primary basis, along with the PLKC Disciplinary Guidelines (also found in the Handbook) when determining consequences for spectators who fail to meet minimum acceptable standards for behavior at school and league events.

Attendance at youth sporting events is a privilege, not a right. This privilege can be revoked if a spectator's past or present behavior gives the facility supervisor, the school, officials, or the PLKC sufficient cause for concern regarding safety or to the ability to continue a given contest without unnecessary interference or interruption from the spectator(s) in question. Failure to adhere to sanctions imposed by any of the parties may result in the spectator(s) future attendance being jeopardized and the team forfeiting the contest(s) involved.

#### **SECTION. 3. SPORTSMANSHIP CODES**

### Coaches

- \*This code is to be considered supplemental to each school's expectation for the conduct of its volunteers and agents.
- \*Remember to do all for the glory of God.
- \*Interscholastic competition exists to foster sportsmanship, leadership, and teamwork for the student Athletes. Coaches should set the example of good sportsmanship.
- \*Coaches must complete all requirements for coaching as set forth by their school and the PLKC.
- \*Coaches are to comply with all school and league rules and directives.
- \*Each child is equally important. Coaches must make every effort to ensure that each player receives a fair amount of playing time.
- \*Coaches should always conduct themselves as an example of Christian behavior, both at the field/court and away from it.
- \*Coaches should be supportive and encouraging in everything they do and say, they should never assault others verbally, physically or in writing.
- \*Coaches should address concerns to officials in a calm manner during dead ball situations.
- \*Coaches should address their players in a manner consistent with how a reasonable person would expect their own children to be addressed. A coach is never to address a player from another team unless in a sincere congratulatory or helpful tone.
- \*Coaches who are found to be in violation of the coaches' code of conduct may be required to complete a required coaching workshop (Play Like a Champion). Either the school administration or PLKC staff may mandate this attendance.
- \*Conduct which occurs during games is subject to disciplinary measures from the PLKC.
- \*At no time shall a coach touch or address a player from another team except to congratulate the player at the end of the game or to lend a hand to help them up after a fall, except in cases where the opposing team is from the same school as the coach's team or when the coach and player have a pre-existing relationship.

### Spectators

- \*This code is to be considered supplemental to each school's expectation for the conduct of its community.
- \*Remember to do all for the glory of God.
- \*Interscholastic competition for students exists to foster sportsmanship, leadership, and teamwork in the student athletes; fans should follow the example of good sportsmanship.
- \*Each child is equally important.
- \*Fans should always conduct themselves as an example of Christian behavior.
- \*Fans should support and encourage in everything they do and say, they should never verbally assault others.
- \*The only people who can talk to officials during a competition are the coaches or administrators, not fans or parents.



- \*The only people who can talk to coaches during a competition are the other coaches, officials, or student participants, never parents or fans.
- \*The only people who can talk to players during a competition are the coaches, officials, or student participants, never parents or fans.
- \*Understand and follow the distinctions: the coach's role is to coach, the official's role is to officiate, the player's role is to respectfully participate; the fan's role is to support.
- \*Remember that coaches and officials are human.
- \*Conduct which occurs at games is subject to disciplinary measures from the PLKC.

### Players

- \*This code is to be considered supplemental to each school's expectation for conduct of its students.
- \*Remember to do all for the glory of God.
- \*Interscholastic competition exists for students to foster sportsmanship, leadership, and teamwork. Students should set the example of good sportsmanship as set forth by parents, guardians, and coaches.
- \*Students should stay physically fit to be able to do their best in all situations.
- \*Students should make every effort to attend all practices and give 100%.
- \*Students should maintain their eligibility by successfully completing all their required coursework. Students must remember their priorities: (1) God, (2) family, (3) academics and (4) extra-curricular activities.
- \*Students are to comply with all school and league rules and directives given by their coaches and teachers.
- \*Each player is equally important to a team. Players should positively encourage all teammates to do their best.
- \*Players should always conduct themselves as an example of Christian behavior, both at the field/court and away from it.
- \*Players should always respect officials and opponents, for without them, there would be no game.
- \*Players should never assault others verbally, physically or in writing.
- \*Inappropriate behavior or unsportsmanlike conduct which occurs during any practice is subject to disciplinary measures as recommended by the head coach or school administration.
- \*Inappropriate behavior or unsportsmanlike conduct which occurs during any sporting event or while on the premises of the location of a contest shall be subject to disciplinary measures per the recommendation of the PLKC Board.

SECTION 4. Any player while in their PLKC uniform or any coach during practices or games using or possessing tobacco, alcohol, or illegal drugs while in PLKC uniform will be automatically suspended from PLKC competition and may be reinstated only by the Parochial League Board.

SECTION 5. All players, coaches and spectators are subject to the applicable Parochial Code of Conduct while on the premises of a practice or contest whether located on Diocesan property.

### **ARTICLE IV – PLKC DISCIPLINARY GUIDELINES**

All behavior related to technical fouls, ejections, and unsportsmanlike penalties are to be reported to the league director immediately by the host school and/or the officials by a phone call or email. Situations differ in type and circumstance; therefore, the following will be used as guidelines but may be adjusted if deemed appropriate by the PLKC League Director or PLKC Board after thorough review.

### SECTION 1. LEVEL ONE (Temper/Sportsmanship):

#### Head Coaches:

First Technical or Unsportsmanlike penalty (UP): Zero tolerance policy. Any coach or player who receives a technical or an unsportsmanlike penalty will automatically be suspended for a minimum of one game.

2nd Technical (same or different game) or Unsportsmanlike Penalty (UP): Suspended from the next two games.

3rd Technical: Suspended indefinitely pending review.

Ejection: Suspended for next two games.

2nd Ejection: Suspended for the season, possibly longer.

#### Assistant Coaches:

First Technical or UP: Suspended for next two games.

2nd Technical (same or different game) or UP: Suspended indefinitely pending review.

3rd Technical: Suspended for season.

Ejection: Suspended for a minimum of two games.

2nd Ejection: Suspended for season.

#### Players:

First Technical or UP: Suspended for first quarter of the next game.

2nd Technical (same game) or UP: Suspended at least for next game.

2nd Technical (different game) or UP: Suspended at least for one game.

3rd Technical: Suspended for the next two games.

Ejection: Suspended for the next game, possibly longer.

2nd Ejection: Suspended for season.

#### Spectators:

Technical or UP: Suspended for the next game.

Ejection: Suspended for a minimum of two games.

2nd Technical or Ejection: Suspended for season.

### SECTION 2. LEVEL TWO (Ethics):

Violating League Rules first offense: Suspended for next full season.

Violating Suspension: Suspended for next full school year.

Violating League Rules second offense: Suspended for life.

### SECTION 3. LEVEL THREE (Physical Harm):

Upon the league receiving any information alleging that a coach, player or spectator has touched an opposing coach, player or spectator in violation of Article II, Section 3 of these rules or has physically harmed or threatened an opposing such person, the coach, player or spectator shall immediately be suspended from participating in and/or attending Parochial League activities, pending review by the league's disciplinary committee as set out in Section 4 below.

### SECTION 4. DISCIPLINARY REVIEW

1. The league board of directors hereby establishes a disciplinary committee which shall consist of at least three board members appointed by the league president and delegates to such committee the authority to review suspensions pursuant to all league rules and assess and impose any further action regarding such suspensions.
2. Upon a coach being suspended pursuant to these rules, the league director shall notify the athletic director of the coach's school of the suspension, the reasons for the suspension and the start and end dates of the coach's suspension. Such a review shall be scheduled as soon as is reasonably possible.
3. Any coach who is suspended pursuant to these rules shall be entitled to appear before the league disciplinary committee to be heard regarding the circumstances leading to the suspension and present any information the coach wishes the committee to consider.
4. Upon reviewing all information provided to it concerning the allegations of the coach's conduct, the disciplinary committee shall determine whether the coach should be reinstated, or further discipline is warranted. Such further discipline may include, but not be limited to, additional suspension or expulsion from the league, and the requirement that the coach retake the training required under these rules. If the league imposes further discipline, the league director shall notify the athletic director of the coach's school of the committee's decision.

Note: Factors which affect the consideration of the PLKC league director in applying a more lenient or strict penalty than the stated guidelines include, but are not limited to:

- \*The history of the offender at school and league levels
- \*The testimony of the officials, opponents, and non-biased third parties
- \*The subsequent attitude and sincerity of contrition displayed by the offender
- \*The perceived knowledge & intent of the action and its effect on the fairness of all involved
- \*In a Catholic league such as the PLKC, the spirit of the law will be the guide, not the letter of the law.

## **ARTICLE V – FORFEIT**

SECTION 1. A school team will forfeit all contests in which an ineligible contestant has participated. Each school athletic director, coach, or adult adviser is responsible for the eligibility of his/her own participants. All ineligible players and all adults who allow them to participate will be subject to suspension for one year.

SECTION 2. Unless otherwise noted, forfeit time will be game time.

SECTION 3. Only the Parochial League Director may authorize the rescheduling or postponement of scheduled games.

### **FORFEIT FINES:**

- (a.) The League Director must be notified before forfeiting any scheduled contest and the forfeiting school will be responsible for paying the officials (\$35 each or \$70 total).
- (b.) A \$100 fine is charged to any team that does not show up for a scheduled contest

SECTION 4. The school athletic director of a team that forfeits a scheduled game shall be notified that a team at his/her school has forfeited a scheduled game.

SECTION 5. POSTPONEMENTS: When it becomes necessary to postpone any scheduled contest sponsored by the Parochial League for any legitimate reason, the only persons who shall be recognized as qualified to request the postponement are the parish priest, school principal or athletic director. It is the responsibility of the school/team representative to contact the Parochial League Director at least forty-eight (48) hours in advance to seek the postponement. If the approval is granted, then it is the responsibility of the representative seeking postponement to contact the opposing team for approval. If all agree, then the postponement will be granted. The Parochial League Director must be notified of the agreement of all parties involved. It is understood that any postponed contest must be played within seven (7) days of the original scheduled date. Results must be received in the Parochial League office within forty-eight (48) hours after the completion of the contest. The two teams involved must decide on the game site, officials, and other necessary personnel. The two teams involved are responsible for the payment of the official's thirty-five dollars per official(s) (\$35.00) for basketball, thirty-five dollars per official(s) (\$35.00) for volleyball, sixty-five dollars per official(s) (\$65.00) for football and all other expenses for the postponed contest. If the above arrangements are not fulfilled, the two teams involved will each be awarded a 'loss' by forfeit and charged the minimum per team forfeit fine.

SECTION 6. Teams dropping Out: If any team drops out of the league or is suspended from competition, games played by such teams will be treated as follows:

- a. All completed rounds or scheduled games will stand as played - this includes forfeitures.
- b. Should a team drop out before completing a specific round of play, all games in the round will be declared victories for the scheduled opponents.
- c. All scheduled games forfeited will be liable for a forfeiture fine of fifty (50) dollars per contest.

## **ARTICLE VI – PROTEST**

SECTION 1. PROCESS:

- a. If, for any reason during a contest, the coach of either team involved wishes to protest the contest, he/she must inform the official in charge that he/she is protesting the contest. The coach must indicate in writing on the back of the score sheet the reason for the protest. The coach and official in charge must affix their signature on the score sheet indicating that the reason for the protest is clear. The protest must be made during the contest. A protest made after the conclusion of the contest is not valid. Scoring errors must be corrected during the game in pursuant to State High Federation Rules and not a valid reason for protest.
- b. The protest must be submitted in writing to the Parochial League Director within forty-eight hours after the completion of the contest. If submitted by mail, the protest must be postmarked within the forty-eight hour period. A fifty dollars (\$50.00) deposit must accompany the written protest. If the Protest Committee rules in favor of the protest, the fifty dollars (\$50.00) will be returned. If the Protest Committee rules against the protest, the fifty dollars (\$50.00) will be retained by the PLKC.
- c. The protest may be submitted only by the coach and must be signed by the parish athletic director. The one submitting the protest must, in the original letter, enumerate all the grounds on which they are basing their protest and indicate all the facts and information they must support their claim. A decision will be made only on the grounds mentioned in the letter.
- d. When a protest is received, the opposing team will be immediately informed and will have forty-eight hours in which to submit a response.

e. By the very fact of submitting a protest, the protesting group agrees to abide by the decision of the Protest Committee.

SECTION 2. The League Director must be notified of any coach who violates the Parochial League minimum player participation rule. During all preseason and league games coaches are on their honor to assure each eligible team member receives the minimum playing time. Failure to follow the minimum participation is grounds for a forfeit, and, failure to do so by a coach may result in suspension or expulsion from coaching in the PLKC.

SECTION 3. During any city tournament's final rounds, a League Representative will be present to monitor participation. A coach's failure to comply will result in an immediate forfeiture of the contest.

### **ARTICLE VII—COACHES' QUALIFICATIONS**

SECTION 1. All PLKC coaches must be good Christian people of unquestionable character who: 1) have respect for the participants under their care as well as respect for other coaches, participants, and officials; 2) consider participating and teaching above winning; 3) provide leadership and an example of Christian Sportsmanship; 4) foster an attitude of respect by assistants, players, and fans toward game officials.

SECTION 2. HEAD COACH: The head coach (at least twenty-one years of age) is that person who has the responsibility for the team. The head coach is that person who is present nearly all the time the team is together. Assistants to the head coach are the head coach's responsibility and should be secured by the head coach, keeping in mind the qualifications for all PLKC coaches. All teams are required to have two adults present at all games and practices.

SECTION 3. PROTECTING GOD'S CHILDREN TRAINING: All head and assistant coaches are required by the Diocese of Kansas City-St. Joseph to attend trainings pertaining to the sexual abuse of children through an online account through Virtus. Here are the steps needed to be completed:

- Create a Virtus Account,
- Sign the Ethic and Integrity in Ministry (EIM) Code of Conduct Policy,
- Complete a Background Check through ESR through their Virtus Account,
- Attend an Approved Protecting God's Children Workshop (5-year updates for veteran coaches),
- Complete the Mandated Reporter Training (link in your Virtus account once created) and after completion, send the certificate of completion to your local Safe Environment Coordinator (or Athletic Director).

SECTION 4. FOOTBALL COACHING REQUIREMENT: In addition to Play Like a Champion Today requirement for a head coach, all PLKC Tackle including assistants, are required to complete and maintain "Level 1 Certification" from USA Football. Level 1 Certification may be attained through a USA Football Coach Membership and completion of the Level 1 Certification requirements. Each football athletic director is required to appoint a Player Safety Coach (PSC), who must attend a Player Safety Coach training prior to the season.

SECTION 5. The Head coach (or their representative) shall attend a sports-specific meeting scheduled prior to the start of each season.

### **ARTICLE VIII – COACHES' RESPONSIBILITIES**

SECTION 1 – Coaches are responsible for the health and safety of their players. The head coach is responsible for ensuring that an adult knowledgeable in First Aid is present at all practices and games and who is also familiar with the PLKC concussion guidelines, as set out on the PLKC website.

SECTION 2. PARENT MEETING: Head coaches are required to have a meeting with their players and parents prior to the season. Information regarding the meeting will be provided by the PLKC Director at the league head coaches' meeting prior to each sport.

SECTION 3. SUPERVISION: It is required that every PLKC team be accompanied to all competitions by a coach or adult supervisor who shall be responsible for the conduct of the team members, parents, and followers. The absence of the adult supervisor is not grounds for protest. However, lack of supervision and/or unsportsmanlike conduct by the coach, players, players' parents, or team followers will make the group liable to suspension.

SECTION 4. It is the coach's responsibility to lead or appoint a team member or assistant coach to lead a prayer before each contest where his/her team is listed as the home team on the schedule. At the beckon of the official or officials, coaches of both teams are to bring their entire teams to the side of the field or court where the spectators are located. A coach or coaches will ask the crowd to stand and pray along with the teams, and then commence team prayer. When the prayer is completed, the coaches and teams will be allowed 1 (one) minute to confer at their benches before the contest starts.

SECTION 5. Any coach who does not enforce special PLKC rules, which are exceptions to the National Federation of State High School Associations Rules, for his/her team shall be liable to suspension. It is unrealistic to expect officials to know and implement our special rules one hundred per cent of the time. Any coach who claims he/she did not know the rule or misunderstood the rule is liable to suspension.

SECTION 6. At the conclusion of the scheduled contests all coaches, players and spectators must refrain from confronting the game officials about the outcome of the contest. Any person who refuses to follow this rule may be suspended for the season from coaching, playing, or attending any PLKC contests. Concerns regarding the game or officials must be directed to the League Director.

SECTION 7. It is the responsibility of the Head Coach to notify the School Athletic Director within twenty-four hours following the removal of an athlete from a practice or competition due to a head injury. The athletic director of the athlete's school shall notify the PLKC Director that the athlete is suspected of suffering head trauma resulting in a possible concussion.

SECTION 8. Head coaches shall be responsible for the conduct of all assistant coaches, players, and spectators while on the premises of the location of a Parochial League contest and shall be responsible for their conduct in violation of these rules. A coach shall be subject to discipline that the disciplinary committee finds appropriate consistent with Article IV of these rules for failure to properly supervise.

## **ARTICLE IX – PLAYER PARTICIPATION**

SECTION 1. Every child must have an equal opportunity to participate and play in the school sport program. Unless health or injury prevents it, the school must adhere to these minimum requirements for participation in league play or any tournament play.

Parochial League rules on participation must be adhered to during all contests in which the team competes in during league play and post season tournaments.

All student athletes on the team roster shall suit up for every game and observe the rules of participation except in the case of disciplinary action that requires the student to sit out an entire contest or in the case of illness, injury or health issues. If the athlete is unable to participate for any reason the opposing coach and the official scorekeeper must be notified prior to the start of the athletic contest. The official scorekeeper must then make a notation on the official score sheet.

If a player becomes injured or ill during a contest and is physically unable to continue having not met the minimum participation requirements, the coach must notify the official scorekeeper. If an injured player can return to a contest and he/she has not yet met the minimum participation requirement, then he/she still must adhere to the minimum participation requirement unless the player is unable to do so due to the injury or illness.

In accordance with State of Missouri laws, regarding concussions in sports, immediate removal if concussion suspected: Any youth athlete suspected of having sustained a concussion or brain injury in a practice or game must be immediately removed from competition and not allowed to return for at least 24 hours and no return to play without written clearance. Once removed from play, a youth athlete may not return to competition until he has been (a) evaluated by a health care provider trained in the evaluation and management of concussion and (b) receives written clearance to return from that health care provider. A written clearance must be provided to both the school/parish and PLKC/CYO office signed by the above-mentioned health care professional.

## **ARTICLE X – ATHLETIC DIRECTORS**

SECTION 1. Each school must have an athletic director who should ensure that all coaches, participants, parents, and spectators comply with PLKC rules. When appropriate, the school athletic director will receive all schedules, schedule changes, and information concerning PLKC Sports from the PLKC Office. The school athletic director must attend all scheduled PLKC athletic directors' meetings. The athletic director coordinates the sports program on the parish level and needs to secure and be responsible for coaches of the parish teams. The athletic director should make the necessary coaching changes when the coach's attitude or actions are not conducive to the PLKC philosophy.

SECTION 2. The athletic director shall be responsible for having all their participants register online through the PLKC online registration process before teams are allowed to participate. All players must be registered prior to participating in the team selection process, practices, and games. The PLKC Director must approve exceptions to this rule. Athletic Directors are responsible for submitting team rosters to the PLKC League Office prior to the first league game.

SECTION 3. The athletic director must see to it that no practice for any sport begins until the designated starting date. Any coach(es) who violates the Parochial League practice start date of any sport will forfeit their first regular season game played. The coach(es) will be suspended for the next regular season game played and replaced by another trained coach or athletic director. During the suspension the coach(es) will not be eligible to attend the game. The Athletic program will also be placed on probation for the next eighteen months.

SECTION 4. Team selection sessions prior to the official practice starting date are permitted under the following conditions:

- a. All students in the grade level are invited.
- b. At least two evaluation sessions for the 7th & 8th grade.
- c. At least one evaluation session for the 3rd - 6th grade.

SECTION 5. The athletic director in conjunction with the school principal shall ensure that a Diocesan required background screening is on file for all coaches who will be coaching the school's teams.

SECTION 6. It is the responsibility of the athletic director to ensure that the school gymnasium is made available to the League Director for league and tournaments contests. He/she must take into consideration that the sport in progress has precedence over all other sporting activities.

SECTION 7. The athletic director shall be responsible for ensuring to the best of his/her ability that the school gymnasium & playing fields are in good working order and safe to host league contests and tournaments.

SECTION 8. It is the responsibility of the athletic director to ensure that all uniforms and team equipment meet the National Operating Committee on Standards for Athletic Equipment (NOCSAE) safety requirements.

SECTION 9. The athletic director is responsible for providing scrimmage vests for basketball in case of conflicts with opposing teams having the same color jerseys.

SECTION 10. Schools hosting any regular season and City Tournament contests for all sports will receive the gate receipts collected for those contests. The League Director and athletic directors will set the gate fees.

SECTION 11. Gym Coordinator Duties & Responsibilities: All facilities shall have a gym coordinator present for each game. The duties of the coordinators include, but are not limited to, the following:

- a. Greet and introduce yourself to the game officials and let them know to contact you if they need anything.
- b. Assist officials and team coaches in maintaining proper fan behavior. Please note, each gym coordinator is empowered to require an offending person to leave, and if the offending person refuses, the coordinator may have the referee stop play until the offending person leaves; and failing that, declare a forfeit.
- c. In the event of a coaching ejection, ensure that the coach has left the gym and remains outside of the gym.
- d. After the contest, the gym coordinator shall protect the game officials from being confronted by coaches, players or spectators and ensure that the officials get safely to their vehicles and off the premises.
- e. Call 911 medical assistance if necessary (EMS or Police). Provide ice packs.

Contact the Parochial League Director, Joseph Monachino, Jr. within twenty-four hours regarding any incidents that have occurred such as technical, ejections of any player, coach or spectators or any other incident you feel the Parochial League Director needs to know.

SECTION 12. Each football athletic director is required to appoint a Player Safety Coach (PSC), who must attend Player Safety Coach training prior to the football season.

SECTION 13. Within twenty-four hours following the removal of an athlete from practice or competition in which they are suspected of suffering head trauma resulting in a concussion, it is the responsibility of the coach to report the incident to the Athletic Director.

## **ARTICLE XI--TEAM DIVISIONS AND SELECTION PROCESS**

SECTION 1. Team Selection Process for 3rd – 5th grades: Any school with more than one team in the 3rd - 5th grade must divide their teams so that they are equal in skill and ability by the following process.

- a) It shall be the responsibility of the Athletic Director to assign players to their respective teams through a team selection process that shall consist of at least one session to evaluate all participants.
- b) The Athletic Director shall be responsible for acquiring evaluators and the individual who will run the team selection process. No family members or coaches of that team shall be allowed in the sessions.

SECTION 2. Team Selection Process for 6th, 7th, & 8th grades: Schools competing at the 6th, 7th, & 8th grade levels may choose an "A" team, and all remaining players shall be divided among teams equal in skill and ability. All "A" teams shall play in the highest division for their grade level. If a school does not choose to have an "A" team, all players must be divided among teams equal in skill and ability. Regardless of how players are divided, the following process shall be used:

- a) It shall be the responsibility of the Athletic Director to assign players to their respective teams through a team selection process that shall consist of at least two separate sessions to evaluate all participants.
- b) The Athletic Director shall be responsible for acquiring evaluators and the individual who will run the team selection process. No family members or coaches of that team shall be allowed in the sessions.

SECTION 3. The League Director or representatives will monitor the performance of teams during the season to verify that teams are appropriately assigned. The League Director may reassign teams to a different division for the City Tournament if the League Director believes it is necessary.

SECTION 4. Athletic Directors are required to notify the PLKC Director in writing at least forty-eight hours in advance of the location, date, time, and names of the evaluators for each team evaluation.

SECTION 5. The athletic director shall certify the team rosters meet the PLKC policy on team division. Should the League determine that a school has violated this Article, the League reserves the right to conduct their own player evaluation and reassign players consistent with this Article. Any school, athletic director, coach, or evaluator found to have violated the policy shall be subject to sanctions determined by the PLKC Board.