

TRINITY HIGH SCHOOL

Athletic

Handbook

2022-2023



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OVERVIEW

Trinity High School believes in the positive effects athletic competition has on character development and leadership building. We make every effort to provide the best possible programs for our students. Physical, mental, social, emotional, spiritual, and moral development will be our guiding principles. This is in accordance with the motto of Trinity High School: *Ad Summum Bonum*, “To the Highest Good.”

The purpose of this handbook is to establish consistent and appropriate documentation protecting our coaches, volunteers, and athlete relationships. Any questions regarding policies and procedures pertaining to the Athletic Department, its staff, volunteers, or guidelines should be directed to the Athletic Director.

This handbook is posted on the school website (thsrocks.us). Any changes will be updated upon approval of the school administration.

STATEMENT OF PHILOSOPHY

Athletics are activities that demonstrate the God-given skills of all participants.

In athletic participation, we strive to develop character, leadership, self-esteem, discipline, and teamwork.

Every student who participates in Trinity athletics is expected to adhere to the highest expectations when it comes to school pride and sportsmanship.

We encourage students to participate in as much of the Trinity High School experience as possible, regardless of ability.

Winning can be an enjoyable and rewarding accomplishment. However, at no time will winning supersede the stated goals and purposes of Trinity High School.

ATHLETE EXPECTATIONS

All athletes participating in the Athletic Department programs of Trinity High School are expected to uphold the highest degree of discipline, sportsmanship, and academic standing. Athletes are expected to represent Trinity High School in a positive manner in accordance with school spirit and mutual respect for their opponents. **Participation in athletics at Trinity High School is a privilege.** All who participate should strive to conduct themselves as good citizens and representatives of Trinity High School. Those who choose to participate make sacrifices both as individuals and teammates, and the establishment of priorities will assist in achieving team and individual goals.

Objectives of Athletic Participation

- To improve knowledge and skill.
- To improve physical development and habits.
- To create lasting bonds with team members.
- To develop lasting respect for opponents.
- To exemplify good sportsmanship and fair play.
- To develop self-discipline.
- To develop the necessary skills for cooperation and teamwork.

- To improve confidence and self-esteem.
- To represent God, family, self, and Trinity High School with pride.

Eligibility for Interscholastic Participation

Athletes are to exemplify Christian standards and school policies in their daily lives. Failure to abide by the school's Code of Conduct or academic eligibility guidelines may result in ineligibility.

Academic Requirements

Students are expected to maintain passing grades in all subjects. The Athletic Director works regularly with the Director of Studies to review the academic status of student-athletes.

During the school year, in-season athletes will receive weekly academic eligibility checks in accordance with PIAA regulations and Trinity High School academic standards. These checks occur on Fridays. Student-athletes who register failing grades in *two subjects* will be placed on academic probation and made ineligible for athletic participation for one week beginning on that subsequent Sunday from the Friday check through the following Saturday. The grades *at the time of the check on Friday* determine the academic standing of the student leading into the subsequent week. Immediate improvements to grades in response to academic probation will not change the status of probation for that coming week. This accounts for seven full days of academic probation which includes:

- Mandatory attendance at 10th period study hall whenever offered during the school week. Failure to attend 10th period study hall may result in an extension of academic probation.
- Ineligibility to participate in contests. Students may not dress in their game uniform during this time. They may attend home games, on the sideline with their team, if they fulfill their obligation to attend 10th period study hall. For away contests, students are not permitted to travel with the team nor be on the sideline with the team. They are discouraged from attending away games altogether so they may focus on completing their school work and prepare to resume team activities the following week.
- Ineligibility to participate in practice. Students may attend practice to observe if they fulfill their obligation to attend 10th period study hall. Students are not excused to leave study hall early to attend an after-school practice or team function.
- In-season athletes placed on academic probation may not participate in off season workouts with another team or the Director of Strength and Conditioning. Efforts to do this may result in an extension in academic probation.
- Out-of-season athletes will also have grades monitored and be subject to the same academic probation standards as described above for in-season athletes. Failures in grades may preclude them from participating in off season workouts with teams and with the Director of Strength and Conditioning.

Beyond weekly Friday academic status checks, the Athletic Director and Director of Studies review grades on a Quarter/Semester basis as well. Failures at this level will result in academic probation featuring the same circumstances as described above. The length of probation however is as such:

- 2 course failures: 15 school days starting the day after receipt of report card

- 3 or more courses: 20 school days starting the day after receipt of report card

The Athletic Director, in coordination with the Dean of Studies and Head Coach, reserves the right to place a player on indefinite academic probation or remove a player outright from the team should acute academic issues persist.

Out-of-Season Workouts

Athletes are encouraged to attend all out-of-season workouts in preparation of the coming season. These workouts are completely voluntary, but every effort should be made to attend. However, in-season athletes are not permitted to attend out-of-season workouts. Coaches are not permitted to include these students in workouts, and students who do not follow this policy could be deemed ineligible for that sport for the next season.

Team Responsibilities

Athletes will be considered permanently rostered for a sport after the first competition. Whether a student leaves voluntarily or is removed for disciplinary reasons after this point, the student may be deemed ineligible for the next competitive season. Students will not be allowed to participate in out-of-season workouts or practice until their suspension is completed.

Participation on Two Teams in Same PIAA Regular Season - While it is suitable in some rare circumstances, students are generally discouraged from seeking to participate on two Trinity teams during the same defined PIAA regular season. Students are also discouraged from participating on an out-of-school athletic team while competing on a Trinity-sponsored team during the same PIAA defined season. The Athletic Director reserves the right to remove a student from the Trinity-sponsored team if the safety and responsibilities of the student would potentially be compromised from participation in multiple teams as described above.

Balancing Commitments - Trinity students are encouraged to pursue the many extracurricular activities available to students. Participation in the school musical, band, campus ministry, etc. is absolutely available to students who wish to participate in athletics as well. It is incumbent upon the student and the student's parents/guardians to communicate with the Head Coach and moderator of the other activity, the various scheduling conflicts that may arise from participation in various school activities in relation to participation on a Trinity sports team. This must be communicated well in advance of the potential conflict and in good faith that the student will fulfill the responsibilities implicit in participation in these activities to the best of their ability.

Return to Play

In case of injury, the final approval for return to competition will come from the Athletic Trainer. Physician clearance is needed in most injury situations. However, the Trainer, along with the Athletic Director, will be the final voice.

School Discipline and Proper In-Game Behavior

The Athletic Director works with the Dean of Students on a case by case basis to determine the necessary athletics probationary consequences that result from detentions, suspensions, and other similar disciplinary scenarios. Participation in athletics is a privilege. Actions that violate school conduct and are contrary to the mission and values of Trinity may result in athletics probation, suspension, or even removal from a team.

In-game conduct is of particular importance in living out the mission and values of THS. The Athletic Director and Head Coach reserve the right to remove a player from the field of competition if actions observed during a contest are deemed to be in contrast to these values. It is recognized that the intensity of contests elicits strong emotional reactions. However, the following must always be avoided from our players and reiterated by our coaching staff:

- Cursing and foul language
- Engaging with the coaching staff of the opposing team. It is the duty and responsibility of the Head Coach to communicate with the opposing Head Coach during a contest. Players are *never* to engage an opposing team Head Coach or staff out of frustration from the circumstances of a game.
- Engaging with officials. It is the duty of the Head Coach and appointed team captain - no one else - to constructively dialogue with contest officials. Assistant coaches and especially players are *never* to engage with officials out of frustration from the circumstances of a game. Receiving technical fouls, 'cards,' unsportsmanlike penalties, etc. are unacceptable. The Athletic Director and the Head Coach reserve the right to remove a player from a contest and consider disciplinary action if this occurs.

Ejections - If an official deems the conduct of a player to be unsportsmanlike, he/she has the right to eject the player from the game. Ejections carry a mandatory one-game suspension and are subject to PIAA review. All ejections are then considered for Supplementary Disqualification, which would lead to a 2-game suspension.

Ejections do not happen in a vacuum – while there may be disagreement on the nature of the decision and the quality of officiating, the culpability of the circumstance rests on the individual who is ejected and is ultimately reflective of his/her actions throughout the duration of the game. It is the duty of the Athletic Director to ensure that when ejections occur, the necessary parties are informed and the proper measures are taken that lead to return to play for the ejected individual. It is *not* the duty of the Athletic Director or the Principal to appeal or seek to reverse the decision. There is no mechanism for that process and seeking this course of action undermines personal accountability for the actions that led to the ejection. All coaches who are ejected will have their continued employment at Trinity immediately placed under review. Players who are ejected will be subject to further disciplinary action that could result in probation, suspension, or removal from the team.

School Suspension - Students under in-school or out-of-school suspension are barred from practice or competition on the day(s) of suspension. Their continued participation in athletics will be determined following a coordinated review of the case in question between the Dean of Students and Athletic Director.

Daily Attendance – The daily student attendance list is distributed each morning by the Attendance Office. The Athletic Director and in-season Head Coaches receive the daily reports and are aware of who is present in school on a given day. Students must be present in school by **9:00 a.m.** to participate in practice or competition on school days. If a student arrives after 9:00 a.m., the parent/guardian must call the Attendance Office to provide a legitimate excuse for their tardiness which satisfies the excused absences criteria as stated in the Compulsory School Attendance Law of PA (See Student-Parent Handbook, p. 19). Parents/guardians are asked to pay particular mind to this in regards to the morning after contests. While students may arrive home late following a contest, they are still required to be in attendance at school the next day before 9:00 a.m. if they wish to participate in team activities (practices, games, etc.) that next day.

Parent/Guardian Responsibilities

Parents/guardians should encourage athletes to keep their priorities in order. After parents/guardians permit a student to participate on a team, the team counts on the students to attend all practices and competitions to the best of their ability. Without practice, a team can never achieve a better skill level. Therefore, it is the family's responsibility to ensure a student's attendance. It is incumbent upon the parent/guardian and the student to consider whether they are able to fulfill the obligations of the team *before* joining a given team. Students should seek to be a part of a variety of activities here at Trinity and it is the goal of the athletic department to assist students in balancing their pursuit of these activities. However, good faith efforts must be put forth by parents/guardians and the students involved to ensure they understand team and activity obligations before making commitments and communicating any potential conflicts with the Head Coach.

Proper Coach and Parent/Guardian Relationship – Head Coaches are hired and retained on a yearly basis by the Athletic Director. When a coach is hired or retained, the Athletic Department places its trust in the individual to properly carry out the duties of the position at Trinity High School. The Athletic Director then generally reserves the right for the Head Coach to identify and form an assistant coaching staff. It is first and foremost the duty of the Head Coach and the team staff to properly supervise players and create a healthy, safe learning environment for all members of the team. Secondarily, it is the duty of the staff to teach the skills of the game in a manner that is reflective of the realistic goals of competition Trinity seeks to achieve.

For a team to be successful, it is necessary for parents/guardians to respect the organizational and tactical decisions made by a Head Coach and his/her assistants. The best way to achieve this respect is to develop authentic relationships with coaches that are essentially rooted in seeking the best experience possible for our students in relation to our school mission and values.

Parents/guardians should do the following to ensure team success and healthy relationships with coaches:

- Introduce and acquaint themselves with the Head Coach, assistants, and team staff in an appropriate, congenial manner
- Volunteer to assist in game management, concessions, team meals and travel, fundraising events, etc.
- Attend team parent meetings, learn team protocols and responsibilities, and support the team in a positive, responsible manner at contests
- Communicate concerns about the treatment of their child (psychologically and physically), concerns about the child's behavior, advance notice of schedule conflicts, and ways to help the child improve

Parents/guardians must avoid the following:

- Seek to ingratiate oneself with the coaching staff so as to influence playing time, tactical decisions, and overall team activity. Parents/guardians are not to approach members of a coaching staff in a direct or indirect manner concerning these issues. They are also to avoid engaging coaches about other players and JV/Varsity placement. It is the right of the parent to approach a coach if he/she fails to properly supervise or create a safe learning environment. Tactical and personnel decisions however must be recognized and respected. Parents/guardians as well as coaching staffs are to encourage players to advocate for themselves in speaking with coaches about these matters.

- Engage the Athletic Director and/or Principal about an issue without speaking with the Head Coach. If a potential issue arises that does not require immediate attention due to negligence of player safety and supervision, the player should first speak with the Head Coach. If that does not resolve the issue, parents/guardians should speak with the Head Coach. If the issue persists and is rooted in a legitimate issue of safety and learning, the parent/guardian should contact the Athletic Director to resolve the issue. It is only after these channels of communication are exhausted that the Principal may become involved in the matter.

- Use of inappropriate language; ‘coaching from the stands;’ overtly voicing frustrations at the coaching staff, officials, and opposing team during contests; approaching coaches and staff immediately following the conclusion of a contest.

Team Parent Role and Responsibilities: It is the responsibility of the Head Coach to identify and recruit a Team Parent(s) to serve as a main point of contact for parents/guardians and the coaching staff. Team Parents are an *essential* piece to the success of THS athletics and their work, along with the collective efforts of all parents/guardians on a given team, is highly valued. The role of Team Parent consists of communicating team schedules, assisting with uniform and equipment distributions, concession stand staffing, game operations staffing, fundraising and volunteering initiatives, and much more. Parents/guardians who wish to assume the role of Team Parent should speak with their respective Head Coach and Athletic Director.

Spectator Responsibilities

Spectators must treat the officials, opposing coaches, players, and officials in a respectful, Christlike manner. Spectators should remember that their actions are a witness to the Trinity school community both at home and away contests. Spectators should support our players and teams in a positive manner. The athletic programs of Trinity High School are designed to provide a meaningful educational and spiritual experience for all who participate, and spectators must reflect this in their actions.

COACH EXPECTATIONS

The leadership of the Head Coach and the coaching staff should reflect the proper character, based on example and attitudes of the gifts of Trinity’s students within our mission. Winning will always be stressed, but not at the expense of teaching the game properly or lowering any moral, legal, academic, or spiritual standard established by the school. Any person wishing to participate as a coach or volunteer within Trinity’s athletic programs must complete all background checks of the Youth Protection Program of the Diocese of Harrisburg.

Coaching can be a very difficult but rewarding experience. Involving experienced and knowledgeable individuals in Trinity’s athletic programs is essential to the success of each team. Head Coaches and their assistants are representatives of Trinity High School. Their behavior, attitude, and approach to teaching the sport should reflect the mission and goals of Trinity at all times. It is the primary duty of the Head Coach to create a safe and healthy learning environment that is properly monitored and supervised. Failure of coaches to fulfill this primary duty may result in suspension and removal from the position.

Coaching Guidelines

All head coaches, assistant coaches, and volunteers will adhere to the following:

- The behavior of the coaching staff in practice and during competition should reflect the Christian principles of the school.
- The coaching staff should strive to take advantage of every teaching moment in a positive and productive manner.
- All coaching staff members are expected to treat referees, officials, opposing coaches and players, and their own coaching colleagues and players with respect and dignity.
- All coaching staff members will communicate early and effectively with players and parents whenever behavioral/personal problems are identified.
- All coaching staff members will adhere to the highest ethical standards. Fair play and sportsmanship are not optional; they are required.
- All supplemental rules and regulations must have the prior approval of the Athletic Director.
- All Head Coaches are expected to attend preseason and postseason meetings with the Athletic Director, or provide appropriate representation. These meetings include coaching evaluations to assess program progress.
- All coaches are required to attain or maintain CPR Certification before beginning their coaching duties. A copy of the proper documentation must be on file with the Athletic Director before coaching duties may begin.
- All coaches must complete Concussion, Sudden Cardiac Arrest, and Heat Acclimation training online prior to their seasons.
- At the start of the season, head coaches should communicate to their teams the requirements to earn Varsity letters. They are also responsible for the keeping of in-season statistics and records which are then filed with the Athletic Director.
- Coaching staff members are responsible for the cleanliness of their respective locker rooms, the care of all equipment, and the use of all facilities (including turning out lights and making sure the building is locked).
- A member of the coaching staff must be present with students after practices or contests until the last student is picked up.

PRESEASON REQUIREMENTS

Preparticipation Physical as defined by the PIAA

Students are eligible only if they have completed a PIAA Comprehensive Initial Preparticipation Physical Evaluation (CIPPE) performed by an Authorized Medical Examiner (AME) before their first sport season's first practice of that school year.

All CIPPE forms are done completely online through the FamilyID portal, which can be accessed at thsrocks.us. Head Coaches, the Athletic Director, and the Athletic Trainer also have the relevant information and link ready to share if needed. It is very important that users read the directions totally before completing the online form to understand how to properly complete the form and scan and submit the proper documents.

Wrestlers must also obtain from an AME, no earlier than six weeks prior to the first Regular Season Contest day and no later than the Monday preceding the first Regular Season Contest day of the wrestling season, a certification of the minimum wrestling weight at which they may wrestle during that season.

In all cases, an AME must certify, on the PIAA CIPPE form, as to the student's physical fitness to participate in Practices, Inter-School Practices, Scrimmages, and/or Contests in the particular sport(s) involved. A CIPPE may be performed no earlier than June 1. Regardless of when performed during the school year, the CIPPE remains effective only until the next May 31.

Pennsylvania Department of Health requires all students participating in interscholastic athletics to provide the Sudden Cardiac Arrest Acknowledgment of Receipt and Review Form prior to the first practice.

All students will be required to pass a preseason fitness test administered by the Athletic Trainer prior to the beginning of practice for each season of participation. Students must have all documentation completed and filed with the Athletic Trainer prior to testing.

Physician Recertification

PIAA and Trinity High School requires that all students obtain a recertification to participate in additional sports in the same academic year. This is also completed and submitted through the FamilyID online portal.

CONCUSSION POLICY

Trinity High School takes seriously the physical, emotional, and academic consequences of concussions. We strongly encourage students who may have sustained a concussion to see a physician who specializes in treatment of concussions and head trauma, and we work with those physicians to help students fully recover so that they may not only return to play but also fully access their academic course of study.

Of primary importance in recovery of head injury is rest. Therefore, our first suggestion for students is to remain at home for at least two days after sustaining a concussion. That time at home should be spent away from studies and all electronic screens (computers, televisions, cell phones, tablets, etc.).

Once a student has been seen by a concussion specialist:

The student should be given a list of suggested academic accommodations to present to the school.

The school, through the Director of Pupil Services (Instructional Support), will create a Return-to-Learn Protocol that will be shared with all the student's teachers.

Should the accommodations suggest extended time on assignments and tests, the student will have all study halls moved to the Instructional Support Classroom. This move is temporary; the student will return to regular study hall/commons after clearance of the concussion and after all back academic work has been completed.

During the time the student is under a Return-to-Learn Protocol, the following additional Trinity requirements will be in place. These requirements cannot be negated by a doctor's suggested accommodations.

- The recovering student will be encouraged to go to the nurse's suite for a short rest period during study halls/commons and for the last 15-20 minutes of lunch.

- The recovering student will be required to eat lunch outside of the cafeteria. The level of noise and amount of light in the cafeteria can cause symptoms to return or get worse. A separate table will be set up outside of the lunch lines, and the student can invite friends to eat at that table.
- The recovering student will not be permitted to attend games or practices until the student can attend full days of school for at least five days in a row. Outside practices in the sun or indoor practices with excessive noise can cause symptoms to return or get worse. Additionally, the student should be leaving school at the end of the school day to go home to rest. Adequate rest is the only way a concussion can improve
- The recovering student will not be permitted to attend any school sponsored dances, including THON. Flashing lights, loud music, and the length of the event could make symptoms worse, thus prolonging recovery
- The recovering student will not be permitted to attend Kairos. The intensity of the program, including later evenings and few chances for the student to rest quietly, does not promote an environment of recovery and will prolong the symptoms.
- Student participation in field trips may be restricted. The type of field trip, location, duration and physical activity (including amount of expected walking) will be evaluated with the teacher sponsoring the field trip to determine if such an activity could cause symptoms to be exacerbated.

APPENDIX A: CATHOLIC SCHOOL PARENTS MEMORANDUM OF UNDERSTANDING

As a parent/guardian of a student in a Catholic school I understand and affirm the following:

The primary purpose of a Catholic school education is to form students in the values of Jesus Christ and the teachings of the Catholic Church.

Catholic schools are distinctive religious education institutions operated as programs of the Catholic Church. They are not private schools but are administered and supported by the sponsoring parishes and the Diocese of Harrisburg.

Attending a Catholic school is a privilege, not a right.

While academic excellence and involvement in extracurricular activity (i.e., sports, clubs, etc.) are important, fidelity to the Catholic identity of the school is the fundamental priority.

Trinity High School and its administration have the responsibility to ensure that Catholic values and moral integrity permeate every facet of the school's life and activity.

In all questions involving faith, morals, faith teaching, and Church law, the final determination rests with the leadership of the Diocese of Harrisburg.

As a parent/guardian desiring to enroll my child in a Catholic school, I accept this memorandum of understanding. I pledge support for the Catholic identity and mission of this school, and, by enrolling my child, I commit myself to uphold all the principles and policies that govern a Catholic school.

APPENDIX B: COACHES' FREQUENTLY ASKED QUESTIONS

How does Trinity fill assistant coaching positions? What is the process?

Varsity head coaches recruit and make selections for assistant coaching positions. These selections must be approved by the Athletic Director. No coach or volunteer may work with Trinity students prior to completing the clearance process mandated by the Diocese of Harrisburg and the State of Pennsylvania.

Do coaches have mailboxes for correspondence? Where do they put correspondence for the Athletic Director?

Coaches do not have individual mailboxes. The Athletic Director has a mailbox in the Main Office for all athletic correspondence. The quickest way to get in touch with a coach is by contacting them through their school email, which is provided in the Athletic Department Personnel portion of this handbook.

Where do coaches and team parents put bills for approval, payment, and reimbursement?

Each team has an account which they may use to make ancillary purchases. All purchases must be approved by the Head Coach and Athletic Director *before* any purchase is made and any shipped items must be c/o Trinity High School and sent to the school – not a personal residence. Trinity exclusively partners with the Envision Group for the ordering of spirit wear and ‘team gear.’ Envision creates team stores for each season and has a wide variety of spirit wear options that also raise a modest sum for each team through the purchases. Bulk purchases of team gear must be made through Envision and approved by the Athletic Director before purchases are made. If an individual is in need of reimbursement because of a purchase made on behalf of a team, he/she must obtain a Voucher for Payment commonly known as a ‘Green Sheet’ from the business office or main office and fill out the proper information so it may be reviewed and submitted to the business office by the Athletic Director. All purchases must include with it the original receipt/invoice.

How are uniforms/equipment distributed?

School-distributed uniforms and equipment are the property of the school and must be properly cared for during the season and returned in full following the end of the season. It is the duty of the Head Coach to coordinate proper uniform distribution and collection at the beginning and end of seasons. During the season, players are not to loan uniforms to family and friends to be worn during contests. At the conclusion of the season, all uniforms and equipment must be returned in a timely manner through the coordination of the Head Coach. Failure to return all materials will result in a hold being placed on the student’s account. Charges will be incurred for any lost items.

Who inputs contest results online and distributes them to local media at the end of contests?

Real-time updates of scores, schedules, and general updates are posted by the Athletic Director to the Trinity High School Athletics Twitter, @thsshamsrocks. They are also compiled via the ArbiterLive schedule which can be found at thsrocks.us. Each team is also responsible for providing more detailed statistical information to local media.

What is the social media and cell phone use policy for Trinity Athletics?

We recognize that the use of social media is a constant presence in the lives of our students. Students are strongly reminded that if they wish to engage with social media, they must do so in a responsible and thoughtful

manner. Actions on social media that violate school policy will be referred to the Dean of Students and could have an impact on a student's standing in athletics. Unless for rare circumstances, phones should be put away and removed completely from the playing field or during team functions (practices, film study, contests, etc.). Especially in locker rooms, team rooms, and other situations in which teams privately gather, phones should be used only when necessary for emergency purposes. Students must *never* film or record others without their expressed consent, especially in the confines of private settings such as in locker rooms and team rooms. Failure to adhere to this and other circumstances surrounding social media could result in disciplinary actions leading to probation, suspension, or removal from a sports team as well as possible referral to the proper authorities if the need arises.

Who handles the responsibilities of the concession stand?

Trinity employs a Concession Stand Manager, who is supervised by the Athletic Director. The Team Parent for each athletic team works to recruit and staff the concession stand on a rotating basis. Lack of volunteers may cause the concession stand to be closed for a given game.

Who is responsible for staffing game-day volunteers (clock, etc.)?

The Athletic Director works with the Head Coach and team parents to recruit game-day volunteers.

Are coaches expected to attend the Trinity Athletic Association meetings?

Coaches are welcome to attend all Athletic Association meetings as they fit with the coaches' schedules. Coaches are included in the email distribution list for communications from the Athletic Association.

What is the inclement weather procedure on game days?

For most sports, the Athletic Director in coordination with the Athletic Trainer, determines what happens on home game days in the event of inclement weather. The Athletic Director notifies students during school with special announcements and also notifies coaches by phone or text.

What are the procedures concerning bussing and away contest transportation?

Trinity utilized Rohrer Bus Co. for away contest transportation. Students are expected to ride the bus to and from athletic events. From time to time, due to proximity, parents may opt to drive their student home from the event site. In this case, a written excuse form should be handed to the head coach prior to departing Trinity. Parents should be mindful of the responsibility Head Coaches have for the safe transportation of the students and avoid confusion in these situations if at all possible.

As with school-owned equipment, students should show the utmost respect for bus drivers and buses. Lack of respect for either may result in the suspension or dismissal from the team. Remember: this is a privilege.

If bussing issues occur, the Head Coach may call Rohrer Bus at 1-888-287-1538 during business hours (Monday through Friday, 8:00 a.m. to 5:00 p.m.). For weekend games, the Athletic Director will give coaches direct numbers for bus drivers.

How many athletes can ride on each bus (by sport), and how many buses will be ordered?

The Athletic Director orders buses for the teams for away games. The Athletic Director requests buses of particular sizes, but bus sizes are not guaranteed by the bus company. Accommodations for bus size and the number of buses are made seasonally based on the size of the athletic teams.

What is the process for determining who earns Varsity letters? What do athletes receive if they earn subsequent varsity letters?

Head coaches should communicate with their players all requirements necessary to earn a Varsity letter. These will vary by sport. The Athletic Director records the awarding of all letters in Trinity's database. Students receive pins for subsequent varsity letters earned after the first.