



CYO Handbook
(Updated February 2023)

I. Introduction:

St. Mark CYO is part of Region 19 of the Archdiocese of Philadelphia CYO

Program. Region 19 CYO Mission:

CYO sports is one component of a parish's comprehensive youth ministry program which enables the partnership of parents, coaches, priests, religious, teachers, and adult leaders to manage and support a sports program that allows youth to grow in their relationship with God and come to better understand themselves and the Catholic Faith.

This Program:

- Employs healthy and enjoyable competition to promote the sharing of gospel values among athletes, parents and coaches.
- Assists parish leadership in nourishing the emotional, spiritual, social and physical needs of young people.
- Encourages young people to appreciate the gifts that they possess, and challenges them to share these gifts with their community.
- Allows youth to witness the life of Christian Discipleship in their coaches and adult leaders.
- Encourages youth to become responsible members of their faith community.

The athletic director at St. Mark oversees the CYO program and reports to the Pastor/Principal. The School Principal and CRE assist in the eligibility process. Registration is done through the online portal <https://tshq.bluesombrero.com/stmarkbristol>. Any cash/check payments can be mailed/dropped off to the Parish office to process and deposit. Credit card payments can be accepted directly through the registration site and are deposited into the parish's financial accounts.

St. Mark CYO offers the following athletic programs Coordinators:

Athletic Director- Brian Connor

Soccer: August thru October- (Danielle Webb)

Basketball: November thru February- (Dan VanBuskirk)

Track: April thru June- (Christopher Ziegelhofer)

A list of all coaches in full compliance is kept in the Parish Safe Environment (SE) Office and can be made available to the other coaches, so that they know who to contact, to fill in for them in case an emergency arises and they cannot coach their scheduled game. **No parent or school volunteer will be allowed on the field/court to coach or fill in, unless they have turned in all the required paperwork and attended the Archdiocese mandated trainings. No exceptions will be made.** All coaches are to report any issues to Coordinators, then Athletic Director and then School Principal and Pastor.

II. Eligibility:

Eligibility of participation is determined by the Archdiocese.

Specific eligibility requirements are outlined in the Archdiocesan handbook, <http://cyophilly.com/wp-content/uploads/CYO-HANDBOOK-2019-20-.pdf>, published by The Office of Catholic Education- CYO Office.

A. Coaches:

All coaches, head and assistant, must comply with the requirements of the Archdiocese and must attend and turn in the following, prior to volunteering. (*Dates must appear on the rosters.*) Volunteers can use the links below to request clearances and register for classes online.

1. PA State Criminal Record Check- Required every 5 years.
<https://epatch.state.pa.us/Home.jsp>
2. Child Abuse Clearance/Background Check. Required every 5 years.
<https://www.compass.state.pa.us/cwis/public/home>
3. Attend the "Protecting God's Children" Awareness Session, after registering on www.virtusonline.org and turn in white copy of signature page given at class.
4. Federal Criminal History Record: FBI Fingerprints (need to turn in every 5 years) – If you live outside PA or have not lived in PA continuously for the last 10 years, you must register under the Dept. of Human Services (DHS-OCYF) to get FBI fingerprints using the code and link below, and turn in the results. Let us know if you have lived in PA for 10 years or more. Register for your prints at [Identogo.com](http://identogo.com), enter the appropriate code, then click on "schedule or manage appointment" and add information. **Parish volunteers use 1KG6ZJ. (CYO Coaches)**
5. Take Mandated Reporter Training- (1hr session-online) Use this link to create account, take training and print certificate. <https://learning.childyouthprotection.org/login/index.php>
6. Sign Mandated Reporter Acknowledgement form (Contact SE office)
7. Sign Volunteer Disclosure Statement. If the volunteer lives out of state, they need to provide FBI prints. (Contact SE office)
8. Attend Archdioceses "Play like a Champion" Coach Orientation- If a new coach cannot attend this class prior to coaching they can take the online Catholic Coaching essentials course (Found at www.cyophilly.com) before coaching at all, and then attend the next coach orientation.

All Volunteer files are confidential, they are kept in the parish office and are maintained by the Safe Environment Coordinator. Please contact the Safe Environment Coordinator for more information.

Parents who also help out once in a while, during games and snack shack must also turn in clearances.

B. Athletes/Players:

1. All athletes must be Catholic and a registered member of the parish which they represent.
2. Non-Catholics who are enrolled in the parish school are eligible.
3. All athletes must be enrolled in or have graduated from the Parish School or CCD Program, to participate in our CYO Program.

Registration and credit card payments for all St. Mark CYO should be directed to:

<https://tshq.bluesombrero.com/stmarkbristol>

III. CYO Points of Emphasis:

A. PRAYER – Prayer is encouraged with young people in CYO. All CYO activities begin with prayer. The home team is responsible for leading a prayer with both teams assembled at center court prior to each game. At track and cross country meets, all participants and coaches assemble for prayer prior to each meet. Parish CYO programs should encourage prayer during team practices and consider hosting an annual parish CYO Mass.

B. GOOD SPORTSMANSHIP – Taunting, baiting and rough play will not be tolerated. If CYO is to reflect Christian values, coaches must emphasize good sportsmanship. Coaches will set sportsmanship goals with their teams and discuss proper conduct. Coaches and players should never show disrespect to game officials. Coaches with concerns about officiating should contact their athletic director and should never approach officials following a game.

C. SPECTATOR BEHAVIOR – All spectators at CYO events must practice good sportsmanship. Spectators must cheer positively and never shout derogatory remarks to coaches, opposing players or game officials. Coaches must emphasize good spectator behavior at their preseason parent meeting by explaining proper spectator behavior in the CYO Code of Conduct. Coaches, players or spectators may never approach game officials after a contest for explanations of calls or to comment on the game. Coaches are responsible for the behavior of their spectators and should act immediately to stop any unruly behavior.

D. NO RUNNING UP SCORES – Children have more fun when a contest is close. There is no place in CYO to humiliate an opponent. When ahead with a large lead in basketball, coaches are expected to not trap at half court, to play all non-starters extensively, to play a tight zone and to not fast break slowing the tempo of the game. Coaches who run up the score may be suspended.

E. ELIGIBILITY – CYO eligibility rules are designed so that CYO teams are parish-based or Catholic school based, not "club" or city teams. Children should not practice or participate on a team until their eligibility is verified by the parish athletic director. Use of an ineligible player, knowingly or unknowingly, shall result in forfeiture of the games.

F. KEEP CYO FUN! – CYO is for players and is not a spectator sport. Coaches must always be positive, praising and instructing, not shouting negatively or demeaning players. Good coaches build self-esteem, emphasizing the skills and social aspects of sport, rather than winning. Parents must be supportive and not place undue pressure on their children to succeed. All in CYO must keep the outcome of the game in perspective.

IV. Attached Forms: (To be completed by all participants, parents and coaches)

1. St. Mark CYO Player, Parent, and Coach Code of Conduct Agreement
2. St. Mark Consent Form: Posting Pictures/Videos of Minors
3. Agreement and Release of Liability

St. Mark CYO Player, Parent, and Coach Code of Conduct Agreement:

The Catholic Youth Organization (CYO), through the vehicle of sports, provides youth with an opportunity to practice Christian attitudes and responsibilities and to become friends with other young people throughout the diocese. CYO activities should be examples of the meaning of Christian sportsmanship. The guiding principle behind the enforcement of this code is that the behavior of everyone involved in CYO should not detract from the young peoples' enjoyment of the sport.

Copies of this agreement are to be distributed by each coach, signed by Player, Parent(s) and Coach and returned to Athletic Director with Roster.

A. Coaches-

1. Acceptable standards of coaching behavior include:

- Set a good example for participants and fans to follow, exemplifying the highest moral and ethical behavior
- Respect the judgment of officials; abide by rules of the event
- Treat opposing coaches, participants and fans with respect
- Instruct participants in sportsmanship and demand they display good sportsmanship
- Coach in a positive manner, reflecting Christian values
- In basketball and volleyball, remain seated on the bench at all times except in the instances in the National Federation Basketball Rule book

2. Penalties-

- Any coach refusing to abide by an official's decision, displaying objectionable behavior by throwing equipment or any other forceful action, or verbally abusing any athlete, coach, spectator or official will serve a minimum five game suspension for CYO League and/or playoff competitions. A coach may not coach another CYO team while under suspension
- Any coach who physically abuses another person will be subject to Minimum suspension for one full calendar year from all CYO sports.
- Violation of above imposed penalties - If a violator disregards a penalty when properly notified, his or her team will be suspended from all competition for one full calendar year for that particular sport. The parish is responsible for enforcement.

B. Players-

1. Acceptable standards of participant behavior include:

- Treat opponents with respect; shake hands prior to and after contests
- Respect the judgment of officials and abide by the rules of the contest
- Accept seriously the responsibility of representing the school or parish by displaying positive behavior at all times
- Play in a positive manner, reflecting Christian values. Do not bait or taunt opponents.

2. Penalties-

- Any player ejected from a game because of unsportsmanlike conduct will be suspended

- from the next game and may be subject to additional penalties
- Any player refusing to abide by an official's decision, displaying objectionable behavior by throwing equipment or any other forceful action, or verbally abusing any athlete, coach, spectator or official will serve a minimum five game suspension for CYO League and/or playoff competitions.
- Violation of above imposed penalties - If a violator disregards a penalty when properly notified, his or her team will be suspended from all competition for one full calendar year for that particular sport. The parish is responsible for enforcement.

C. Spectators/Parents:

1. Acceptable standards of spectator behavior include:

- Remember that the players are children and are playing for their enjoyment, not yours so Remain seated in the spectator area during the games
- Respect decisions made by contest officials
- Be a role model by positively supporting teams and by not shouting instructions or criticism to the players, coaches or officials. Do not coach from the stands
- Make no derogatory comments or gestures to players, coaches, parents of the opposing team, officials or league administrators

2. Penalties:

- Participating teams and coaches are responsible for the conduct of their spectators
- Any spectator who displays poor sportsmanship may be removed from the facility by an official, their team coach, a league official or the host gym person-in-charge
- Any spectator who interferes with the conduct of a CYO activity may, at the discretion of the spectator's parish or league be barred from attendance at subsequent CYO activities

D. Enforcement:

The parishes and leagues, under the supervision of the Diocesan CYO Office, shall enforce this code. Complaints regarding violations of this code shall be first brought to the attention of the athletic directors of the parishes/schools involved. Coaches, participants or spectators may be placed on probation or suspended from CYO activities for their actions.

I (We) have read the CYO Code of Conduct. I (We) agree to follow these guidelines in my (our) participation in all CYO activities.

Signature of Player Signature(s) of Parent(s)

Date

Signature of Coach

Date

St. Mark Consent Form: Posting Pictures/Videos of Minors

Parish Organization: **CYO Athletics**

Sports: **Soccer, Basketball, Track, Cross Country**

Parish: **St. Mark Parish, Bristol PA**

In order to protect the privacy of youth, permission must also be obtained, in writing, from the parent or guardian before sharing/posting pictures or videos of minors.
(Please check the one which applies below):

_____ I give my permission for the Archdiocese of Philadelphia/St. Mark Parish to reproduce, copyright, publish, circulate or otherwise use my child's picture, with name. This authorization and release covers the use of said pictures in any published form and any media of advertising publicity.

_____ I give my permission for the Archdiocese of Philadelphia/St. Mark Parish to reproduce, copyright, publish, circulate or otherwise use my child's picture, without name. This authorization and release covers the use of said pictures in any published form and any media of advertising publicity.

_____ I **do not** give permission for my child's picture to be utilized by the Archdiocese of Philadelphia/St. Mark Parish.

Name of Child

Sport(s)

Name of Parent/Guardian - please print

Signature of Parent/Guardian

Date

St. Mark CYO Agreement and Release of Liability

(With consent of Parent or Guardian of Minor)

Name of Player: _____ Sport: _____

Date of Birth: _____ Phone: _____

Address: _____ Zip: _____

Parish/School: _____ Grade: _____ School Year: _____

I acknowledge that participating in the sports of basketball, soccer and track (the "Sport") can be a dangerous activity involving many risks of injury. I further acknowledge that the Saint Mark Catholic Youth Organization (SMCYO) is a Not-For-Profit, 501(c)(4), Catholic Youth Organization (CYO) Recommended Sport. Its goal is to promote physical fitness and provide a fun learning environment for children.

Administrative support is provided exclusively by volunteers, and the organization is comprised of Catholic Parishes, Catholic Schools, Christian Organizations, and Youth Soccer Teams. The SMCYO strives to be all-inclusive. I, in consideration of the acceptance of me by the SMCYO and CYO as participant in a sports league release and forever discharge any and all liabilities, claims, losses, demands, costs, expenses, or rights of action, of whatever kind or nature, which I have or which may hereafter accrue to me against the SMCYO or CYO, the Parish, School, Christian Organization or Club Team listed above, or their respective trustees, officers, employees, coaches, agents, administrators, members, sponsors, promoters or affiliates, arising from or by reason of any bodily or personal injury or property damage which may be sustained by me directly or indirectly in connection with my participation in the Sport during or following the above school year. I agree, for myself and successors, that this Agreement and Release of Liability contains the entire agreement between myself and the SMCYO or CYO and that the terms hereof are contractual and not a mere recital. I currently has no known physical or mental condition that would impair my capability for full participation as intended and expected of me (except for _____).

Signature of Student

Date

PARENT OR GUARDIAN OF A MINOR: I, as parent or guardian of the Student, represent to the SMCYO and CYO that the facts herein concerning my child or ward are true. I hereby give my permission for my child or ward to participate in the Sports during the above school year, and further agree, individually and on behalf on my child or ward, to the terms of the above Agreement and Release of Liability.

Signature of Parent or Guardian

Date