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St. Lucas Ev. Luthern School  
648 E Dover St.  
Milwaukee, WI 53207  
Phone # - (414) 483-9122

Email – [belong@saintlucs.org](mailto:belong@saintlucs.org)  
[www.saintlucs.org](http://www.saintlucs.org)

Pastor Peter Unnasch  
Pastor Robert Gurgel  
Pastor Stanly Stein  
Mr. Michael Koestler, Principal  
Mr. Ryan Randall, Athletic Director

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## **Message from the Athletic Director**

What an opportunity your child has to participate in athletics at St. Lucas! By being a part of a team, regardless of the time spent in competition, your child can learn many valuable life lessons—such as citizenship, sportsmanship, appreciating good play by an opponent, working together for a common goal, responsibility, accountability, loyalty, humility, learning to accept instruction and criticism, respect for others, winning and losing with dignity, self-control, and being responsible for one's own actions.

If parents and coaches work together for the benefit of the children, their athletic experiences can prove to be a very positive and educational process.

Remember that sports, although they may imitate life, are NOT life. They are beneficial and important, but they are not MOST important. Coaches, parents, and students must keep athletics in the proper perspective, and always keep their Savior the number one priority. Long after the score is forgotten, how we have behaved as Christian athletes, coaches, and fans will most be remembered. Keep in mind your motivation in life—that is to glorify God.

Should we want to do our best and strive to win? You bet! God expects and deserves no less than your very best efforts to use the gifts He has given to you. God expects excellence; therefore we ought to excel through Christ! Keep your motivation for excellence based on your desire to serve God with your gifts.

**He will bless those efforts!**

In Christ's Service

Mr. Ryan Randall  
AD St. Lucas

## **Purpose of Handbook**

The purpose of this handbook is to give the student-athlete, parents, and coaches an understanding of:

- 1) the Christ-centered philosophy of St. Lucas Ev. Lutheran School,
- 2) his/her responsibility in the athletic program, and
- 3) school procedures relating to athletics.

## **St. Lucas Athletics Philosophy**

St. Lucas Ev. Lutheran School's athletic program centers in Jesus Christ. The primary purpose is to provide the student-athlete with the opportunity to grow in grace and the knowledge of Jesus Christ as his Lord and Savior. The St. Lucas Athletic Program desires to help students live out their lives in unselfish Christian service in His world. The emphasis of our athletic program is to not only to promote Christian fellowship with other schools, but also to aid Christian students in learning the skills necessary to compete with other young people. Some of these skills include teamwork, organization, decision making, dedication, commitment, discipline, and stewardship of healthy bodies. Our children can be taught how to "do" sports in

community programs, but only we can teach them the God-pleasing way to do it. Therefore it is our sincere desire that the benefits they reap from our athletic programs will prove favorable to their future as Christian young people growing up in a very competitive world. Our athletic programs are designed for all children beginning in the third grade (depending on the sport) and continuing through their eighth grade year. If we do not have enough participants for a given sport, or a coach approved by the Athletic Director, that sport may be dropped for that season.

## Conference Affiliation

St. Lucas is a member of The Lutheran Athletic Association (LAA). The operation of the LAA is overseen by the WLHS Principals' Conference, while the general functions of the Association are carried out by the Athletic Board. This Board consists of 5 members—1 principal + 4 athletic directors (1 from each of the base conferences). The LAA is also divided up into four (4) base conferences. The basic functions and responsibilities of each conference are carried out at the conference level. St. Lucas is a member of the *CENTRAL CONFERENCE*.

### WEST CONFERENCE

Atonement  
Garden Homes  
Mt. Calvary  
St. Jacobi  
St. John's-Lannon  
St. Marcus  
St. Paul's-Muskego  
Star of Bethlehem  
Trinity -Waukesha

### CENTRAL CONFERENCE

Hope-Fortis  
St. John's/Word of Life  
St. John's-Wauwatosa  
St. Lucas  
St. Paul's-Franklin  
St. Philips  
Siloah  
Zion-South Milwaukee

### NORTH CONFERENCE

Christ/St. Peter  
Hope-Prima  
Lamb of God  
Loving Shepherd  
Mt. Lebanon  
Risen Savior  
Salem  
St. Paul's-Cudahy

### MIDWEST CONFERENCE

Christ-Big Bend  
Christ the Lord  
Good Shepherd  
Holy Trinity  
Pilgrim  
St. Marcus  
St. John's-Mukwonago  
St. Paul's-East Troy  
Zion-Hartland

## Sports Offered at St. Lucas

### **Boys' and Girls' Cross Country – Grades 4-8**

The Cross Country season for both boys and girls runs from mid-August until the end of October. Practices are held at Humboldt Park. There are varsity and junior varsity teams for both boys and girls. Meets are held weekdays (traditionally Wednesday) after school and on Saturdays.

### **Girls' Volleyball – Grades 5-8**

The fall Volleyball season for volleyball runs from September until late October. Matches are held after school during the week as well as on Saturday. Tournaments will also be held on the weekends. 4<sup>th</sup> Grade students may be used if more players are needed on B-Team.

### **Boys' and Girls' Basketball Grades 5-8**

Basketball for both boys and girls runs from November until the end of February.

Games are played mainly on Friday evenings. Games and tournaments will also be scheduled on weekends. 4<sup>th</sup> Grade students may be used if more players are needed on B-Team.

### **Boys' and Girls' Track and Field – Grades 5-8**

Track and Field for both boys and girls runs from the end of April until the middle of May. Practices are held after school and there is one meet at WISCO in the spring. Students in grades 5-6 may participate.

### **Boy's Wrestling – Grades K-8**

Wrestling runs from January until the end of March. This sport is offered as a co-op with the Southshore Wrestling Club, the Southshore Wrestling Club arranges practices and meets. Students in grades K-8 may participate.

### **Co-Ed Softball – Grades 5-8**

A co-ed softball leagues runs during the months of April and May. The AD will have a sign up sheet in early January to deem if there is enough interest in fielding a co-ed softball team. Practices will be held after school at Sijan Field. Games will also be held after school during the week.

## **Schedule and Directions**

All game and practice schedules can be found and printed off the St. Lucas Athletic website. Directions are also located on the website. The conference website is <http://www.laacentralconference.org> click on St. Lucas under the athletic calendars.

## **Athlete's Pledge**

Being an athlete is a privilege. It demands that the athlete be a Christian example to others. All athletes are expected to follow the policies established in the student Code of Ethics, which is found in the Student Handbook, as well as all rules established by the coach. Conduct of student athletes on school property, public places, or elsewhere in the community should follow this high standard wherever and whenever they are representing St. Lucas. Athletes are expected to exhibit a competitive spirit and show good sportsmanship in competition. The athlete has a responsibility to demonstrate loyalty. If he verbally or physically behaves in a manner that brings disgrace to his teammates or affects team morale, or violates any aspect of the St. Lucas Student handbook, the athlete will face disciplinary action. The coach, athletic director, and principal will determine all disciplinary actions.

## **Behavioral Requirements**

In the spirit of Christian faith and love, it is expected and encouraged that the following God pleasing behaviors and priorities be exhibited by the members of our teams:

- In order to participate in either athletic practices or games, student-athletes must not have served a detention that day. A student may not participate in any games if he/she has any outstanding detentions.
- Witness their love for their Savior by representing Him, their parents, their school, their team, and themselves well.
- Using speech that always honors and never dishonors the Lord.
- Display respect for rules, officials, coaches, and all who are in authority.
- Display a spirit of cooperation and teamwork.
- Follow the rules and guidelines found in this handbook.
- Students are not permitted to have in their possession on school property or at any school event electronic devices. Such devices include but are not limited to portable music players, PDA's, cell phones, and hand held electronic games.

Only those who are receptive to the discipline of those in authority will get the privilege to represent their school. Students failing to show cooperation and Christian conduct may jeopardize the amount of playing time they would otherwise expect. Repeated failure to live up to these requirements may result in suspension from a team for a time or for the remainder of the season, whether these failures are noted by classroom teachers, coaches, or any authority at school.

## **Academic Requirements**

The privilege of participating in the extracurricular activities offered at St. Lucas Lutheran School is an opportunity to express our Christian faith in the words of the Apostle Paul, "whether you eat or drink or whatever you do, do it all for the glory of God." (I Corinthians 10:31). Our students are expected to use their God-given talents to their fullest in extracurricular activities, but their first responsibility is academics and behavior. Therefore, the following requirements standards must be achieved in order to participate:

- Having 3 'D's or 1 'F' on a nine-week grading period would render a student ineligible.
- Any student having served an Academic Recovery may not participate on the day the Academic Recovery is served.
- A student with outstanding Academic Recoveries is suspended from the team until all Academic Recoveries are served.
- A student obtaining Five Academic Recoveries in one quarter will have their eligibility reviewed by the classroom teacher, principal, and athletic director.
- These requirements must be met during the grading period prior to the student participating during the marking period, i.e., first quarter grades determine second quarter eligibility. Eligibility for first quarter activities will be determined by the previous year's fourth quarter grades.
- All grades, while not used to figure honor roll, are used to determine eligibility.
- A student who is not eligible for the quarter may apply to the athletic director or activity director for reinstatement of eligibility four weeks after the end of the previous quarter. Students ineligible in the 1<sup>st</sup> Quarter may apply for reinstatement after the 3<sup>rd</sup> week of school. In order for the student's eligibility to be reinstated the student must conform to

all academic and behavioral requirements stated in this handbook and have the approval of the classroom teacher, athletic director or activity director, and principal.

- Unique circumstances may permit exceptions to these standards.

## **Attendance Requirements**

Participation in practices and games hinges on school attendance. In order for a student to participate in a school-day practice or competition, the student must be in attendance before 10:30am. Field trips, alternate learning experiences, medical/dental appointments, and special family situations (i.e. funerals and weddings) are generally considered excused absences. A student who is ill or has an unexcused absence the day of an event, will not be allowed to participate in that day's event. Please communicate all known absences ahead of time with your child's coach and/or Athletic Director.

## **Uniform Policy**

All uniforms will be handed out and collected by the Athletic Director or designated coach. The individual athlete is responsible for the proper care and possession of his/her uniform. Most uniforms should be washed in warm water, inside out, and tumble dried with no heat. Please refer to the specific care instructions located on each uniform. Uniforms should never be altered in any fashion, unless it is cleared by the Athletic Director first. Uniforms are not to be worn to school, practices, or for leisure. They are intended for game use only. Students failing to follow this guideline will be asked to change immediately. If a child loses, misplaces, or damages a uniform beyond normal wear, he/she will be required to pay for the lost or damaged uniform before another uniform is issued. Extra uniforms are not always taken to away games. If an individual forgets his/her uniform, the athlete may not, depending on the sport, be allowed to participate.

All uniforms must be returned to the school within one week of the ending of the child's sport. It will be assumed that uniforms not returned after one week are lost and will need to be replaced. Parents will be notified by letter in such a circumstance and will be billed for the full replacement cost of the missing uniform(s).

## **Expectations of the Athletic Director**

The Athletic Director (AD) is to oversee the entire program at St. Lucas Ev. Lutheran School and is an important part of its success. The AD is encouraged to support all people involved in St. Lucas Athletics, fans, coaches, players, and visitors as they work toward a common goal and purpose. Support comes in many forms: prayers for God-pleasing use of all those involved in athletics, words of encouragement to players and coaches, and God-pleasing procedures in dealing with problems. The AD is expected to:

- Administer school policies governing athletics in cooperation with the Principal and coaches

- Act as liaison between principal, coaches, students, and parents concerning athletic policies, eligibility, disciplinary action, and scheduling
- Be a Christian role model and an example of sportsmanship to coaches, parents, and students
- Contact students, teachers, parents, and coaches in regards to player ineligibility
- Notify the Principal and/or the Board of Education regarding disciplinary action against players, parents, and/or coaches
- Maintain confidentiality in matters concerning coaches, students, and parents
- Schedule all athletic activities (practices, games, tournaments, etc.)
- Give schedules and schedule changes to players, parents, and coaches
- Continually update the athletic calendar on the St. Lucas website
- Hire officials for all “home” games
- Serve as a member of the Tournament Committee
- Select and train, if necessary, all coaches prior to their specific sports season
- Give coaches opportunities to grow and advance as sports leaders (i.e. clinics & courses)
- Provide feedback to coaches at conclusion of season
- Inform coaches of location of medical info and first aid kits
- Purchase and maintain uniforms, equipment, and supplies for the athletic department
- Organize and inventory athletic equipment when needed in the athletic room
- Supervise or appoint supervision to all athletic events
- Schedule preseason meetings for all coaches
- Schedule preseason meetings for all parents and athletes
- Clearly define and explain expectations and procedures to all coaches
- Represent St. Lucas at all conference and Association meetings
- Maintain an Athletic Handbook
- Maintain financial accountability for the Athletic Budget and Uniform Fund
- Notify the Principal and/or the Board of Education of any alternative funding items

## **Expectations of the Athlete**

Athletes in the athletic program at St. Lucas Ev. Lutheran School play an important part of its success. An athlete supports his/her team by demonstrating his/her commitment to the TEAM. When an athlete accepts a position on a team, he/she makes a commitment to his/her team. Commitment to a team includes, but is not limited to: loyalty to the team, respect for officials, coaches, and others in authority; honor all team rules established by the coach; honor the expectations established in the St. Lucas Athletic Handbook; and faithful study of God’s word. Players are expected to:

- Support and encouragement, helpful suggestions and reminders to fellow teammates will help the entire team and keep a God-pleasing focus and a positive attitude.
- Support the coach and not criticize the coach’s decisions or second-guess their strategy
- Maintain Christian attitudes and sportsmanship
- Maintain Christian behavior in school, at practices, and all athletic events
- Take written communications home

- Listen and respect the coaches, officials, and fellow competitors
- Wear proper attire to practices and games
- Strive each practice/game to use his/her God-given abilities to the fullest
- Protect and care for uniforms and school property (home and away)
- Be at practices and games on time and ready to play
- Strive for academic excellence
- Prompt and regular in classroom attendance
- Faithful attendance at scheduled events and practices
- Eat healthy and take care of all caring for your physical needs
- Follow all of the policies listed in the St. Lucas Student Handbook, including properly securing all electronic devices during school functions. (ie. cell phones, portable music players, hand held video games, ... ) Students may have these items if they are secured and out of sight; students are not use electronic devices during school functions.

## **Expectations of the Coach**

Coaches of the athletic program at St. Lucas Ev. Lutheran School play an important part of its success. Coaches are encouraged to support all members of the team as they work toward a common goal and purpose. Coaches are be aware of the strong influence on athletes, their attitude, and their ability. Coaches need to be strong Christian role models for their players during, practices and games. Coaches are expected to:

- Emphasize the glory of God over the glory of self or school.
- Show concern for the athletes' academic progress and development.
- Show concern for the athletes' athletic progress and development.
- Make participation competitive yet fun
- Be a leader who cares about people and fair play
- Maintain a positive appearance
- Treat all players with the same respect, regardless of skill level
- Teach players to respect teammates, officials, and their opponents
- Remember that the game is to glorify God and benefit the children, not the adults
- Encourage players to play to the best of their God-given ability
- Be patient and calm when teaching the game
- Never humiliate a player, opponent, or official
- Discipline any player who intimidates another player or official, or displays unsportsmanlike conduct
- Respect the official's judgment
- Attend all coaches meetings with the Athletic Director
- Ensure players' safety and proper supervision during all practices and games
- Set guidelines (training, practice, attendance, etc.) approved by the Athletic Director and make the students aware of them.
- Provide to athletes and parents accurate and timely information concerning times, dates, and locations for all games and practices.
- Be available to students who wish to privately share team concerns.

- Serve as a Christian role model by maintaining self-control, setting an example of sportsmanship, and providing Christian witness at all times, both on and off the court or playing field.
- Respect the rules of the sport and show respect for the officials who are called upon to enforce them.
- Present the reason(s) for dismissal or suspension from a team to the player after consultation with the Athletic Director.
- Turn in all equipment and uniforms that were issued during the season.
- Be responsible for supervision of athletes on the team roster before, during, and after games. Team members must be supervised until the responsibility has been passed to a parent or responsible adult.
- Be responsible for making sure all players have been picked up after practices and games. The coach is not to leave until all players have left.

## **Expectations of the Parents**

Parental support of the athletic program at St. Lucas Ev. Lutheran School is an important part of its success. Parents are encouraged to support all members of the team as they work toward a common goal and purpose. Parent support comes in many forms: prayers for God-pleasing use of all talents showered on athletes and coaches, volunteer help throughout the season, monetary support, words of encouragement to players and coaches, God-pleasing procedures in dealing with problems. Parents are expected to:

- Pray for God's blessings on all of our activities; for those who lead them and for those who participate in them.
- Pray for God's guidance in tactfully raising concerns.
- Speak directly with the coach or offending party. Open, forthright discussion will often lead to a complete understanding from both sides.
- Be supportive fans and not try to coach their child from the stands.
- Find an appropriate, non-threatening time and place to address your concerns.
- Demonstrate Christian sportsmanship towards the team, officials, coaches, and the opposing team.
- Encourage their athlete to demonstrate a team loyalty in all they do.
- Show respect to the team, school personal, coaching staff, parents, and members of the opposing team in all circumstances.
- Model and foster a Christian perspective and attitude of sportsmanship.
- Assist the child in establishing proper priorities and balance with respect to church, family, peers, study, practice, and play.
- Respect the roles of coaches and officials.
- Share any concerns first with the coach or person involved and then go to the Athletic Director or principal if necessary.
- Encourage proper health habits, including diet and rest.
- Be supportive of the athletes by attendance at competitions when possible and by providing constant encouragement and prayer.
- Be supportive of the program through participation in the Tournament Committee and/or

donations of time and money to the Athletic Fund.

- Make sure uniforms are returned clean and with in one week of the season ending
- Make sure all fees are paid on time.
- Assist in game management of all home games, volunteer with the tournament committee to assist in running one of the tournaments run at school.

## **Parent/Coach Relationship**

Both parenting and coaching are extremely challenging, as well as rewarding, vocations.

By

establishing an understanding of each position, we are better able to accept the actions of the other, providing greater benefit to the children. As parents, when your child(ren) become involved

in our program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

### ***Communication You Should Expect From Your Child's Coach:***

- Philosophy of the coach
- Expectations the coach has for your child as well as all the players on the team
- Locations and times of all practices and games
- Any discipline that results in the denial of your child's participation
- Expectation of parent's role in the athletic program
- 

### ***Communication Coaches Expect From Parents:***

- Concerns expressed directly to the coach
- Notification of any schedule conflicts well in advance
- Specific needs of the athlete
- Specific concern in regard to a coach's philosophy and/or expectations

As your children become involved in the programs at St. John's, they will experience some very

rewarding moments. It is important to understand that there also may be times when things do not go the way your child wishes. At these times discussion with the coach is encouraged.

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

- The treatment of your child, mentally and physically
- Ways to help your child improve
- Concerns about your child's behavior
- Level of competition

It can be difficult to accept your child's not playing as much as you may hope. Our coaches are

not professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things can be and should be discussed with your child's coach. Other things, such as those below, must be left to the discretion

of the coach.

*Issues Not Appropriate to Discuss with Coaches:*

- Playing time
- Team strategy
- Play calling
- Matters concerning other student athletes

There are situations that may require a conference between the coach and the parent.

These

are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

***What can a parent do if the meeting with the coach did not provide a satisfactory resolution?***

Call and set up an appointment with the Athletic Director and the coach to discuss the situation.

At that appointment it will be determined if any further action is necessary. St. Lucas' Lutheran School, in conjunction with the Athletic Department, follows the chain of command listed below. We ask that you observe the order of this line of communication.

Assistant Coach (if issue is with the asst. coach)  
Head Coach  
Athletic Director  
Principal  
Board of Education

Research indicates that a student involved in interscholastic athletics has a better chance for success during adulthood. Many of the character traits required to be a successful athlete are exactly those that will promote a successful life after their playing days are over. We hope that the information we have provided will promote positive communication between parents and coaches, and make your experience with sports less stressful and more enjoyable.

## **Sportsmanship Expectations**

St. Lucas Lutheran School believes that athletic competitions should be governed by Christian values as well as the basic principles of good sportsmanship. The following has been prepared to ensure that players, parents, and coaches have a common understanding of those principles. *Christian sportsmanship* is the way that participants, coaches, and fans represent themselves, their team, their school, and their Savior. It is a commitment to fair play, ethical behavior and Christian integrity. It is defined as those qualities which are characterized by generosity and genuine Christian love for others, such as:

- Playing fair and being a good citizen
- Treating others as you wish to be treated
- Respecting others and yourself
- Imposing self-control, being courteous, and gracefully accepting the results of your actions

- Displaying ethical and Christian-like behavior by being good and doing what is right in God's sight

**To demonstrate good sportsmanship, a *participant* must be:**

- Responsible for personal actions
- A team player
- Coachable and accepting of direction
- Respectful of other competitors and teams
- Willing to accept victory or defeat
- Mindful of academic responsibility

**To demonstrate good sportsmanship, a *coach* must be:**

- Responsible for personal actions
- Respectful of participants and fans
- Supportive of all participants in victory or defeat
- Supportive of all members of the St. Lucas Athletic Department
- Mindful of a participant's academic responsibility
- Respectful of officials, authority, and decisions

**To demonstrate good sportsmanship, a *spectator* must be:**

- Responsible for personal actions
- Respectful of all participants, fans, and coaches
- Supportive of their team in victory or defeat
- Respectful of officials and their decisions

Parents and spectators, by their behavior and reaction, determine to a large extent the reputation for sportsmanship of their child's team and school. Parents should keep in mind that athletes are friendly rivals as members of opposing teams and should be treated as such. In many cases, these players and their rivals will be future teammates or classmates when they progress to high school. It should be our responsibility to help foster these friendships for future years. A result of inappropriate spectator behavior could be removal from a game or possible denial of attendance at future athletic activities. St. Lucas is committed to upholding the ideals of good sportsmanship and Christian values. Therefore, it is important that the actions of the participants, coaches, and spectators be a positive reflection on St. Lucas School as well as our Lord and Savior.

## **Age Requirements**

Anyone who is 15 years old on or before the first day of school is ineligible to participate in any conference games or tournaments.

## **Athletic Fee**

There is a non-refundable fee charged per athlete per sport. This fee offsets

the costs of equipment, uniforms, and tournaments. There may be additional fees for the purchasing of team t-shirts or other team apparel.

The fees for the 2010 – 2011 School Year are as follows:

**Cross Country - \$20**  
**B-Team Basketball/Volleyball - \$30**  
**A-Team Basketball/Volleyball - \$40**  
**Softball - \$25**  
**Track - \$5**

## Playing Time

Since the B-team level is at a more developmental stage, it is deemed most appropriate to provide players a certain amount of playing time for each competition. Students involved at B-level sports are guaranteed an amount of playing time in each athletic event. Exceptions to this include: medical reasons, number of participants, conference rules, discipline, and attitude. Tournaments are considered special at this level and treated different than regular season games. They are competitive in nature and, as such, playing time in tournament games is determined by the coach(es) and generally based on the athlete's ability and game situations.

At the A-team level, students will be played in a situation where they can succeed. They will generally play according to their level of ability and as game situations dictate. Although playing time is not guaranteed, it is our sincere desire to provide as much playing time as possible for each player. Please understand, however, that practices are an integral part of the athletic processes where coaches determine the abilities and capabilities of their athletes as well as building team cohesiveness. Missing practices for any reason may jeopardize the amount of playing time they might expect.

In summary, B-teams are considered primarily developmental, while A-teams are considered competitive in nature. This philosophy is consistent with other Lutheran grade schools in the Milwaukee metro area and which are members of the Lutheran Athletic Association.

## Physicals

t. Lucas that all students have an approved physical on file with the Athletic Department. The school must have a current physical examination on file for every athlete **before the athlete is allowed to start practice**. This physical examination must bear the signature or signature stamp of a physician, or the stamp of the clinic the physician is associated with or the signature of an Advanced Practice Nurse Prescriber (APNP). A physical examination taken April 1 and thereafter is valid for the following two school years; a physical examination taken before April 1 is valid only for remainder of that school year and following school year.

# St. Lucas Lutheran School Athletic Handbook

I certify that I have read, understand, and agree to abide by all of the information contained in the Parent-Athlete Handbook. I further certify that if I have not understood any information contained in this handbook, I have sought and received an explanation of the information prior to signing this statement.

\_\_\_\_\_  
Parent/Guardian's Signature Date

\_\_\_\_\_  
Student-Athlete's Signature Date

**This form must be completed by the parent/guardian and student-athlete, then submitted to the Athletic Director prior to a student being declared eligible for athletics.**

\_\_\_\_\_  
Coach's Signature Date

**This form must also be completed by all coaches and submitted to the Athletic Director prior to a coach beginning his/her duties.**

\_\_\_\_\_  
Received by Athletic Director Date

## Parent-Athlete Handbook Sign-Off Form