

LILA Athletics



Parent & Athlete Guidelines 2022-2023

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Introduction and Forward

Please click on the following to view the Burbank Campus athletic schedule:

- [Tryout week \(Coach will pick the squad for volleyball, basketball, and soccer middle and high school\)](#)
- [Training days, times, and locations](#)

Burbank Campus

Welcome back parents and athletes, we hope that you enjoyed your summer break! This school year we have secured new facilities for our programs which means that both MS and HS will have access to both the gym and outdoor turf fields for all of our programs. This year our athletics training program will be in-line with the CIF calendar and this means that each program will be prioritized according to the current season of sport. We have also added new coaches to our department and we look forward to introducing them to you during the pre-season meetings. It is also NOT too late to register, so please contact us if you would like to have your child participate prior to a program commencing according to the seasonal calendar. Our main goal will always focus on student participation and safety at all times.

The Athletic Office will be open from 1:00pm-4:00pm and the door will always be open to our student-athletes. Should you wish to meet the athletics manager in person or online, please feel free to schedule an appointment by sending an email to andrew.sobol@lilaschool.com.

We will also continue to encourage students at the Middle School level to participate and be a member of our MS athletic teams. This structure will assist our High School programs and act as a feeder to the HS programs. Please remember, activities and programs are a window for our students to explore new and different skills. They act as an amazing learning experience outside of the classroom.

A value that we will be placing the utmost importance on this year on our students is **commitment**. We believe that when a student (and family) commits to a program by signing a league sponsored petition, they intend to follow through for the entire season. This includes attending the majority of practices and matches.

If you are interested in joining the Parent Athletic Committee for this year, please contact us so that we can add you to our mailing list. Meetings will be held monthly.

Mission Statement

To promote and align with the school's mission and vision statement.

The Athletics department will provide a variety of athletic opportunities that will aid in the overall development of our students well-being and educational experience. Participation in an Athletics programs will provide students with a significant opportunity to become involved with other students and their teacher-coaches that takes place outside of the classroom.

Athletics Department Philosophy

We believe that a dynamic Athletics program is significant to the educational development of the student that provides a variety of experiences to aid in the development of favorable habits and attitudes in students that prepare them for adult life. Strong Athletic Programs play an important role in the life of student's well-being. Young people learn a great deal from their participation in Athletics where **"Participation is a privilege and not a right."**

Athletic Department Goals

- Promote the development of favorable habits and positive attitudes in students that will prepare them for adult life.
- Promote academic excellence in the classroom.
- Recognize and promote the lessons learned regarding good sportsmanship, ethics, teamwork, and the value of competing-win or lose.
- Ensure a safe and secure environment for practice and competitions.
- Recognize and promote the accomplishments of teams and individuals.
- Encourage coaches to be leaders, role models, and people of character.
- Emphasize and encourage positive lifestyles that will assist in striving to be the best.
- Promote cooperation throughout the Athletics department, while supporting all programs.
- Ensure that everyone involved with the Athletics department adheres to the rules and policies of LILA.

Registrations

Registrations will open for each program prior to summer break in mid-June via google dox. We encourage you to sign up even if you are unsure as this will assist in our future planning.

Tryouts – Monday, August 29 – Friday, September 2.

After the **tryouts have been completed**, payment will need to be completed via [SchoolCash Online](#) and will close by the end of September. Payment must be made in full to be able to train and play.

Parents will have **two weeks** to change their child into a different program once registered. Please note: **Refunds can be obtained during this two-week window.** Refunds **will not** be processed after this time. In special cases, refunds may be given on medical grounds with documentation provided by a licensed medical professional.

When to Pay

Semester One will officially start on Monday, September 5th. Parents can begin to pay from this date once the coach has informed you if they have made either the Squad or Training team.

SQUAD TEAM for Soccer, Basketball and Volleyball for both Middle and High School – 14 to 16 selected \$375 for the season

PRACTICE TEAM – Those not selected on the SQUAD team can still participate and train \$300 for the season

Sports Policy & Expectations

Structure

All Coaches who work within our department are background checked including a fingerprint check and TB test according to the laws of California. They must also possess a valid First Aid and CPR certificate. Each coach will be given the opportunity to undergo NFHS certification training for their particular sport.

Student Expectations

Once a student has signed and registered for an Athletics program, they have made a formal commitment to the school and to their teammates if a team sport. They will be required to attend each training session and be on time and be available to participate in after school games and play in any league matches (Including Saturdays and any invitational matches if scheduled). Students will need to contact either the coach or the Athletics Manager if they are not able to make training or a match. If applicable, a schedule of matches will be handed out when the season begins. A school bus or shuttle may be provided (depending on Sport) during training and matches, otherwise transportation will be car-pool based. It is expected that students and parents make arrangements regarding transportation on weekends.

- To promote enjoyment / involvement of students in extracurricular for life.
- To encourage a healthy lifestyle through participation in Athletic programs.
- To allow and encourage students to participate at a competitive level.
- To promote team and individual sportsmanship, commitment and responsibility.

School Sport and Competitions

School sports will be sometimes held within and outside of school grounds. This can occur during the week after school hours and also on Saturdays. All sporting teams will be either coached by a LILA staff member or accredited outside coach.

This year, LILA will be participating in the CIF – International section at the High School level and we have JOINED a NEW LEAGUE at the Middle School Level – San Gabriel Valley Sports Association. This is a brand new league that consists of SCHOOLS only, therefore we will no longer be playing in the FIYA league for team sports. There will be leagues with 3 seasons (Fall/Winter/Spring) for certain programs.

Unless stated otherwise, trainings will be conducted from 4:00pm-5:30pm. Some trainings may run until 6:00pm.

Pickup Policy

We ask that parents respect our coaches and pick up their child on time **after a training or sporting contest. Parents are allocated a 15-minute window to pick up your child after practice/match has officially concluded.** After this window, if you have not picked up your child, they may be driven back to Burbank campus by the coach if transportation is available. If a parent is late for pick-up, a written warning will be sent. In the advent of a second late pick up, the student athlete may be withdrawn from the activity program (with no refund given). We understand the difficulties of living in Los Angeles regarding the traffic and transportation. If you are running late, please be courteous and contact the coach ahead of time with your estimated time of arrival.

Transportation

This school year, the athletics department has arranged for transportation for trainings offsite at John Ferraro, St. Bellarmine gym and Riverside tennis courts. The bus will depart Burbank at 4:10pm and any student who misses the bus will need to arrange their own transportation to training. **Parents must arrange to have their child picked up from these locations at 6:00pm.** We are a small department and private school, unfortunately we don't have many shuttle buses. When possible, these buses will be used for games and matches during the seasons.

California Interscholastic Federation

LILA High School Students (Grade 9 to 12) are eligible to compete in the CIF following sports and leagues subject to team numbers:

HS Boys Basketball	9th – 12th
HS Girls Basketball	9th – 12th
HS Soccer Boys	9th – 12th
HS Girls Soccer	9th – 12th
HS Boys Volleyball	9th – 12th
HS Girls Volleyball	9th – 12th
E-sports	9th – 12th

Tennis – Subject to how many players are on the team, otherwise individuals can enter CIF competitions – need to provide evidence of rankings.

Swimming – Individuals can enter into CIF competitions; need to provide evidence of rankings.

Each program will have a Pre-Season meeting and Post- Season meeting. This is an opportunity where both the players and parents can meet with the coach. It is highly recommended that parents attend these scheduled events (to be communicated by the coach).

Coaches will also be in direct communication with families and will be the first point of call (for example playing time, transportation etc). For serious matters, please contact the Athletics Manager directly.

For more information on CIF, please visit their website: <https://cifss.org/sports/>.

To qualify and participate in any of these team, students and families must complete the LILA student athlete package (please contact the Athletics Manager directly who will email the package or directly hand it to the student athlete to complete prior to the season commencing). Students can only participate once all criteria have been met. Students who compete in this league may have the opportunity to compete at Regional, State and National Championships. The school will not cover State or National transportation or accommodation costs.

Please note that to be eligible to compete, students must have a GPA of 2 or higher.

The following forms will need to be completed and returned prior to practice commencing:

- Student Athlete Physical
- Code of Ethics for Athletes
- Warning Signs of Sudden Cardiac Arrest
- Parent Opioid Fact sheet
- <https://cifstate.org/sports-medicine/CDC-Patient-Opioid-Factsheet-a.pdf>

Middle School – San Gabriel Valley Sports Association

This is a newly created league by like-minded schools within 20-30 minute distance of each other.

Fall: September – November 14th

Flag Football
Girls VB
Cross Country

Winter: January – March 13th

Girls BBALL
Boys BBALL

Spring: March – May 22nd

Boys Soccer
Girls Soccer
Boys VB

Other Programs

This year, the HS Rugby team will again play and compete in the Southern California Rugby High School League. This is an independent league.

The Fencing Program for both High and Middle Schools will compete in the SoCal Interscholastic League.

Code of Ethics and Conduct

“Participation is a privilege and not a right.”

Players’ Code of Behavior

1. Be a good sport
2. Participate for enjoyment
3. Strive for personal excellence
4. Work hard for your team as well as yourself
5. Treat all people as you enjoy being treated yourself
6. Abide by the rules
7. Cooperate with team mates and game officials if applicable
8. Control your behavior when representing the school
9. Learn to value honest effort, skilled performance and improvement

Inappropriate Behavior

Examples of inappropriate behavior that is unacceptable include but are not limited to:

1. Sexual harassment
2. Vandalism
3. Swearing or abusing others
4. Physical violence towards others
5. Harassment or vilification of others
6. Refusing to comply with instructions
7. Poor sportsmanship or cheating

Team Coaches and LILA Staff Code of Behavior

1. Set a good example for your students
2. Encourage and create opportunities to develop individual skills
3. Teach a wide range of team skills
4. Ensure that the sport or activity is appropriate for the age group and the skill development level of the students involved
5. Teach your students to be friendly towards officials and opponents
6. Give all interested students a chance to participate
7. Remove from the field of play or event any of your students whose behavior is not acceptable
8. Keep your own knowledge of coaching or teaching and the developments of your activity up to date

9. No hot drinks are allowed on school grounds at all time
10. Employee orientation days are mandatory
11. School sanctioned Identification Badges must be worn at all times when on school grounds or off site representing the school

Parents' Code of Behavior

1. Encourage participation by your children.
2. Provide a model of good behavior for your child to copy.
3. Be courteous in your communication with other students, officials and sport administrators.
4. Encourage honest effort, skilled performance and team loyalty.
5. Make any new parents feel welcome on all occasions.
6. Do not interfere with the conduct of any events or activities.
7. **Please respect scheduled start and end times for activities. If needed plan ahead so that your child has safe passages home at the stated finish time. You could be financially penalized by the school.**
8. Do not coach from the sidelines. Cheering is encouraged.

Spectators' Code of Behavior

1. Demonstrate appropriate social behavior.
2. Remember children participate for enjoyment. Don't let your behavior detract from their enjoyment.
3. Let officials conduct events without interference.
4. Support skilled performances with generous applause.
5. Demonstrate respect for others and their supporters.

Administrators' and Officials' Code of Behavior

1. Ensure rules, equipment, training schedules and games are safe and match the needs and skill level of the children involved.
2. Ensure that equal opportunities for participation are available for **all** children.
3. Involve children in planning, evaluation and decision making.
4. Ensure everyone involved, including parents, understand their responsibilities regarding appropriate behavior.
5. Encourage a positive attitude towards children's involvement by:
 - i) emphasize fun and enjoyment
 - ii) encourage where appropriate
 - iii) set a good example
 - iv) encourage the pursuit of personal excellence
6. Be consistent, courteous and helpful toward all participants
7. Remember that children participate for enjoyment, downplay the importance of rewards.

Communication

Please note that we will endeavor to respond to your questions, queries, or concerns in a timely manner. ***It is important to note that all schedules and timetables released by the Athletics Department may be subject to change at all times.***

The LILA Athletics department together with its team of coaches and staff will endeavor to respond to emails within 24 hours from the time it was sent during school business hours and days 8am-6pm. Emails sent over the weekend or during holiday periods will be answered on Monday or the next school day when next in session.

All daily, monthly, and upcoming news will be sent out via the school's weekly newsletter on Friday evenings and on the LILA Athletics webpage. Where possible, we will either email or call parents directly.

By participating on sports teams, athletes hone their communication skills as they work toward achieving their goals. In the same breath, we encourage players to communicate any issues or concerns to their teammates and/or coaches so they can better their problem-solving skills through effective communication. We also encourage parents to have their child raise their concerns themselves and take ownership in the resolution. If players/parents/guardians feel compelled to engage, they should respectively communicate their concerns with the coach and follow the appropriate chain of authority in communication: Players/Parents/Guardians > Coaches > Athletics Manager > Head of Upper School > Head of School. The Head of School (or in his absence the Acting Head of School) has final authority.

Coaches' Code of Ethics

The function of a coach is to educate students through participation in interscholastic competition and during training sessions. A coach's program should be designed to enhance academic achievement and should never interfere with opportunities for student academic success. Each student should be treated with the utmost respect, and his or her welfare should be considered in decisions by the coach at all times.

Accordingly, the following guidelines for coaches have been adopted by the Athletics department.

- The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.
- The coach shall uphold the honor and dignity of the profession. In all personal contact with students, officials, athletic directors, school administrators and the public. The coach shall strive to set an example of the highest ethical and moral conduct.
- The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.

- The coach shall avoid the use of alcohol and tobacco products when in contact with players.
- The coach shall master the contest rules and shall teach them to his or her team members.
- The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
- The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with administrators.
- The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.
- The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.
- All CIF coaches will need to be accredited and certified by the NFHS and the CIF-SS section league office.

Grooming & Equipment

Grooming and the equipment of a participant is especially important as they not only represent themselves, but also their team mates, parents, school and community. The following grooming and dress rules will be adhered to by all individuals and team members who participate in an LILA athletics program:

- Long hair to be put into a ponytail/bun or tied.
- An athlete shall dress presentably at all times, on trips and when representing the school.
- Only uniforms issued by the LILA athletics department will be worn for contests or where otherwise stated (blue/white/red socks acceptable or determined by coach).
- Correct footwear or equipment must be worn during practice and contests.
- Athletes may not be able to participate if any of the above rules are not adhered to.
- No jewelry, wrist bands or watches may be worn during practice or contest if deemed inappropriate by either the coach/teacher or official.

Playing Time

Playing time will be based on the **coaches' discretion** with guidance from the Athletics Director. We will account for work ethic, positive attitude, commitment and attendance to practices/games, and skill level. We value every athlete's participation and we feel the above criteria are developmentally appropriate. Coaching time will differ from Middle to High School Levels. Playing time will be discussed by the coach in the Pre-Season meeting.

Emergency Procedures

Introduction

Accidents and injuries do occur in extra-curricular activities. In order to be prepared the following will outline the guiding policies that the LILA Athletics department has implemented. The policies will cover what steps a coach/administrator must do if an incident/accident occurs during a class, training, a match or during transportation to and from the school. Further, the Athletics Department has implemented an Emergency After School Safety Action plan that all Coaches and staff have gone over in their mandatory orientation sessions.

All LILA coaches/staff and volunteers who work within the department will be briefed prior to each session/season on the department's emergency procedures and safety policies. It is expected that each teacher or coach prior to any activity, match or training assess the facilities and equipment (home and away) to ensure that proper safety standards have been met.

Coaches

LILA coaches are trained in basic first aid, certified in CPR and the use of an AED. If an accident or injury occurs, the student will be evaluated by one of our on-site first aid responder or by an away medical officer. At no time will a student be left unsupervised either during an activity, practice or in the medical/nurses room.

Accidents/Injuries

If an accident or injury occurs, the teacher or coach must submit a written accident report to the Athletics department and school within 24 hours. If the injury is serious the coach will call emergency services and the parent(s).

All injuries will be treated with caution and handled with care. The parents will be contacted in the event of severe or significant injuries and consulted with in any decisions made in regard to treatment and rehabilitation.

If a student suffers a head injury and there are signs of concussion, that student will not be eligible to participate in that activity or retake the court/field. If a student has sustained some form of concussion they will be immediately unavailable for the following game and for the following training or match unless cleared by a registered physician.

Transportation

In the event of a transportation accident or incident, the teacher or coach will notify the Athletics Manager and Head of School immediately (where possible). The school will then proceed to notify the schools administration and all parent(s). Transportation

vehicles used by LILA meet the California road safety standards. The teacher or coach will ensure that each member of his/her team has been briefed before each journey of the safety requirements. The student must at all times be wearing a safety belt. For our Athletic programs, the school will use the designated school bus where possible. In the event that the school bus isn't available, the school will be using parent carpooling. **For Burbank students and parents, please note that it is the responsibility of the student to get to the school bus before its scheduled departure time. Students are dismissed on time. Failure to board the bus on time will result in the student contacting their parent or guardian to be picked up from school.**

Weather

Earthquakes, Lightening, SMOG and Severe Storms: The Athletics Manager in consultation with either the program coordinator or Coach(s) will make decisions based on the school's safety guidelines and policies for student safety.

Accidents & Risk

If an accident occurs the LILA staff member or coach will assess the incident and then will complete the school's accident report form. Both the parents/legal guardians and the school administration will be notified. If a serious accident occurs during a sporting contest outside of LILA the student will be sent to the hospital/doctor nominated by the parent/guardians on the emergency form to be completed prior to any athletic season.

Risk of Participation

All students and parents must realize the risk of serious injury which may be a result of athletic or activity-based participation. Our department will use the following safeguards to minimize risk of serious injury:

Conduct a mandatory parent/athlete meeting prior to the start of the season to fully explain the school's policies and to advise, caution and warn parents/students of the potential for injury.

Maintain a continuing education program for coaches and administrators to learn the most up-to-date techniques and skills to be taught in their field.

Instruct all students about the dangers of participation in the particular sport.

Ensure all staff are trained in CPR/First aid and are up to date with policies regarding concussion and heat-stroke.

If a minor or major incident occurs During an activity, camp or international trip, parents will be notified as soon as possible and staff will follow normal LILA procedures.

Pricing, Financial Obligations, and Equipment

Each program is individually priced accordingly.

This fee will cover the costs associated, where applicable with: staffing, coaching, transportation, equipment, materials, facility rentals and league fees.

Uniforms

Students will be given a uniform prior to the season commencing. The school in most programs will provide a uniform that will need to be taken care of and returned in good condition.

A \$50 fee will be incurred if the uniform has been damaged or not returned.

Equipment

All students are responsible for the proper care and security of equipment issued to them. All equipment not returned in good condition at the end of a season will be subject to a financial penalty. Some programs will require specific equipment to be purchased (this will be specified by the coach or teacher responsible).

Employment With the Athletics Department

We encourage our parents and member within our community to participate if qualified, and even if you are not, we can always use the extra assistance in different roles! If you are interested in coaching, assisting, or volunteering, please email the athletics manager directly: andrew.sobol@lilaschool.com.

Social Media

All social media will be conducted by the school's communications and marketing team. The Athletics Department follows the school's policies on social media.