



Sports Registration Information and FAQs
For the 2015/2016 School Year/ All Saints Athletic Association

Please Read BEFORE completing registration

GENERAL INFORMATION

Registration will be open from May 4 to May 15.

1. Sports participation is available for all students (boys and girls) starting in 5th grade (see approximate season/month range):
 - **Volleyball:** (Aug through Nov). Please note that TRYOUTS* will be held during the week of on August 10th. Tryouts determine which students will play on A teams, but as noted below, all students registered and who tryout will be placed on a team. Practices will begin the week of Aug 17th; more information will be sent out by coaches after tryouts are over.
 - **Cross country** (Sept through Nov). No tryout necessary to participate.
 - **Cheer leading** (Sept through November). No tryout necessary.
 - **Basketball:** (November through March). Tryouts* will be conducted in October. All registrants will be placed on a team.
 - **Track & Field** (late March to mid to late May). No tryout necessary.

**All registered students will be placed on a team regardless of how the student performs at tryouts.*

2. 2015/2106 Registration fees (cover referee and scorer costs, uniforms, league fees, etc.)

- Volleyball: \$160
- Cross Country: \$45
- Cheer: \$130
- Basketball: \$160
- T&F: \$80

New for 2015!!!! All families will have the option to pay an initial sports fee at registration and then the balance will be due by **July 14th**. This is called a payment plan. You can also pay all fees at once if you choose to. Payments can be made either by credit card online or by check to the school office. IMPORTANT: Full volleyball fees will be due at time of registration (not by payment plan) because of the need to submit VB participant rosters by June 1st.

3. Payment plan:
 - a) If you choose the payment plan by credit card, your credit card will automatically be charged for 50% of your total registration fees at the time you register online (volleyball fees due in full). The balance of all sports (less volleyball) will then be AUTOMATICALLY charged to your credit card on July 14th.
 - b) If you choose the payment plan by check, you will need to bring a check for full volleyball fees and 50% of the remaining sports to the school office before the end of the registration period (May 15th). This is absolutely crucial so that you can secure a spot in those sports. The remaining 50% fee will be due by check to the school office (brought in person or mailed) by July 14th.

How to Start the Registration Process

Use this link to log in to register all children for all sports (2015/2016 school year)

<http://www.sportssignup.com/ASCA-Online-Registration.start>

Online Registration Basic Steps

1. Create an account.
2. Choose Registrant: Register each child for each sport, and register as a Coach/Assistant Coach.
3. Participation Agreement (Under Consent Form).
4. Pay by credit card (suggested) or check; receive automatic confirmation of all registrations.

Step 1: Create an Account.

When you first log in to the site, you will have to create an account (First Time user), give your email address and create a password. This will allow you to access the account anytime after registering initially. You will then register all children under that account. Give basic information for yourself and then you will have the ability to add your spouse or some other contact. The prompt will be **Add An Adult**. Please add another adult in that area.

Note: if you created an account last year, you can enter that same account and register under that account using your email address. You can recover your password if you have forgotten it.

Step 2: Choose Registrant(s).

IMPORTANT: When you register your kids, you need to do it based on the grade he/she will be in NEXT year, not this year. Please register each child for every sport they are interested in. After you complete your first child and all respective sports, you will have the ability to "Add Child" and register your other children.

Adults registering as Coaches: you will complete the same type of application as has been required in the past. PLEASE consider volunteering as a coach or assistant coach.

Positive Coaching Alliance (PCA)

It is required that at least 1 parent of EVERY student athlete attend the Positive Coaching Alliance meeting to be held at ASCA in the fall (dates TBA). This in-person meeting (usually lasting 1 hour) is FREE to students, parents and coaches. Parents must attend this meeting if

- they are new to the school,
- have a student entering 5th grade in the fall, OR
- parents have never attended the meeting.

If at least 1 parent cannot attend the PCA meeting, those parents will be REQUIRED to take a PCA online course at the parent's expense which costs \$50 per course. So please keep an eye out for the date of the PCA course, mark your calendar for the PCA meeting date and make arrangements to attend.

Registering Children. Register each child for each sport. Again, basic information will be asked. We have added the following questions again for 2015/16:

- **Medical Issues.** This text box will allow you to give information that you would like the coaches and school nurse to know about your child's health. Please note if your child has asthma, any kind of allergies, diabetes, needs to have an EpiPen, insulin or anything else that you want to make the coach aware of.
- **Emergency contact.** Please put the name(s) of adults OTHER THAN YOURSELF/Parents. This person should be someone close to your child that can be contacted in case of emergency if the parents cannot be contacted quickly.

Physicals

A sports physical is REQUIRED to be on file each year to play sports at All Saints Catholic Academy in the diocese of Joliet. A current physical must be on file with the school nurse BEFORE tryouts for volleyball and basketball OR before the first practice session (for Cheer, Track and Field and X Country). If a student athlete does not have a current physical on file, that athlete will not be permitted to practice or compete in the current respective sport until the physical is updated and received by the school nurse. There will be no prorated refunds of sports participation fees should a student athlete not practice or compete for a considerable amount of time as a result of lacking a current physical.

During registration, you will be asked to put the date of the LAST physical so that is the date you were in the doctor's office. The physical is good for 1 year. If your child's physical will EXPIRE before tryouts or the first practice session of a sport, **please schedule a physical so that your child will not be restricted from participating.**

Volunteering during the Sports Season

Next you will be asked if you would like to volunteer. The choices in the site are primarily for Coaching, Boosters (fundraising activities) or helping to sell Spirit wear at certain times during the year.

If you can't help out in this regard, we have many volunteer opportunities available during the year, primarily in

1. manning admissions and concessions (volleyball and basketball – regular and post season)

2. helping at track and field events
3. helping during sports banquets
4. helping at booster events (Trivia Nite, etc.)

We CANNOT run our sports program without the help of volunteer parents. Because it has been a challenge in the past to get the proper amount of volunteers, **we are requiring parents to volunteer for each sport (each child) at least 2 times during that season (more times if you can, but a minimum of 2 times)**. Parents can always switch with another parent to ensure a volunteer assignment is covered. It is necessary to make sure we have enough parent volunteers so that coaches can focus on our kids.

Step 3: Participation Agreement (Under Consent Form).

This is similar to the same form we have used in past years. By reading it and continuing in the registration process, you are agreeing to the terms. Feel free to print a copy of it (before you migrate away from the page) if you would like it for your records.

Step 4: Pay and Receive Registration confirmation.

You will have the opportunity to pay by credit card (Visa or Mastercard) or check. In each case, you will receive an email confirmation of your registration. On the payment page, you will see a total amount due for all registrations. If you choose to pay by check, you will be asked to bring the check to the school office **NO LATER THAN May 20th** to continue to secure your registration status. Please remember to put the registration confirmation number in the memo portion of your check.

Frequently Asked Questions (FAQ)s

1. If I miss online registration, can I fill out a registration form?

No, there will be no manual registration process so it is really important to register by May 15th. Also, some of our sports participant lists are due to the Dupage Parochial League (DPL) before the end of the school year so we need to get proper counts of those athletes who will be participating next year.

2. How long will it take me to complete registration?

That will depend on how many children you register and for how many sports. Once you create an account (2-3 minutes), it should not take longer than another 2-3 minutes per child per sport. The site functions like most retail shopping sites.

3. If I can't pay by credit card, and decide to pay by check, where do I bring the check and when will my child(ren)'s registration be confirmed?

Bring your check to the School office ATTN: All Saints Sports Assn NO LATER THAN May 20th. If you decide to use the payment plan, your balance payment is due to the school office by July 14th. The school office open until 12Noon during the summer.

4. Is the site secure?

Your credit card information is protected by TRUSTe Certified Privacy. You can click on the icon on the bottom right of site to learn more about its protection, but again, it offers the same kind of protection as many online retail buying sites.

5. Can I volunteer to coach within this site?

Yes and we highly encourage parents to participate if they can!

6. How long after registration will I know about teams, practice dates, etc.?

No information will be sent before the end of the school year (June 3rd). All follow up information will be forwarded to parents by coaches as we get closer to the start of the particular sports season.

7. Can I get a refund if my child decides not to play a particular sport?

No. Because of the costs associated with running our sports program including costs for referees, scorers, time keepers, etc., we need to know how many student athletes are committed to each sport. There is a clear message on the payment page that says there will be no refunds except for relocation or serious injury that occurs before the start of the respective sports season. BEFORE YOU REGISTER, please make sure that your child's schedule will enable her/him to play.

8. What are the most important dates I need to remember?

- Registration deadline date: **Fri, May 14**
- Positive Coaching Alliance meeting for parents: **TBA, but probably soon after the school year begins.**
- **Expiration date of your child's physical so that you can get a new physical.**
- Volleyball Tryouts (if applicable): **week of Aug 10th** (more information on exact times to be sent out in first week of Aug)
- New Parent –Sports Orientation Meeting – **May 7 (7-9PM)** Mc Sherry Hall

9. Is there a handbook that gives more detailed information on Sports at All Saints?

Yes, the All Saints Athletic Association Handbook can be accessed on the ASCA website under the ASAA link.

This document is also available on the Sports signup home page if you need to refer to it before starting the registration process.