

St. Joseph Gym Scheduling Policy

Gym Scheduling Priorities

To ensure fair and organized use of the gym, practice scheduling will follow the priorities and timelines outlined below.

A parish member must be present at all times during all practices.

Volleyball

- PALS volleyball teams will have priority for scheduling their practice times and should be submitted to the scheduler by August 1st, and may schedule practices through November 1st.
- After August 1st, the schedule will open to other St. Joseph non-PALS teams.
- From August 1st, to November 1st, PALS volleyball will have gym priority over other scheduled practices. (Ex. a basketball practice may be asked to move if volleyball practice was cancelled do to the gym being unavailable)
- Volleyball will have priority for gym scheduling from August 1st, through October 31st.

Basketball/Archery

- PALS basketball teams and archery will have priority for scheduling their practice times and should be submitted to the scheduler by September 1st, and may schedule practices through March 1st.
- Basketball and archery practices have priority on the schedule November 1st, thru March 1st, over other sports.
- From November 1st, thru March 1st, PALS basketball and archery will have gym priority over other scheduled practices. (Ex. a competitive or Tech/Linc practice may be asked to move if basketball practice or archery practice was cancelled do to the gym being unavailable)
- After the scheduling deadline, the schedule will open to other St. Joseph non-PALS teams.
- Basketball and archery will have priority for gym scheduling from November 1st, through March 1st.

Scheduling Availability

- Gym scheduling is available all year long
- August 1st, through March 1st. The gym will only be available for student practices/games.

- Non-student sports will be available for weekends only during this frame time when St. Joseph is not hosting Saturday games.

Available practice times during the week are:

- 3:30–5:00 PM
- 5:00–6:30 PM
- 6:30–8:00 PM
- 8:00–9:30 PM

- Teams may schedule one practice per week unless they choose the 8:00–9:30 PM time slot, which may be scheduled in addition to another practice time.

- Competitive teams will be able to practice on Saturday or Sunday. They may schedule during the week at 8:00-9:30 during volleyball and basketball season.

- K & 1st grade basketball teams will be asked to schedule together and use half court if practice on Monday-Thursday.

- Nothing will be scheduled in the gym during Sunday mass times.

Scheduling Order

When multiple teams are requesting the same or limited gym time, scheduling priority will be given in the following order:

1. PALS teams during their respective seasons

2. St. Joseph children's teams (Tech/Linc)

3. Competitive teams

4. Other teams/events

Cancellations, Weather & School Events:

Gym schedules may occasionally need to change due to weather, cancellations, school events, hosted games, or other needs of St. Joseph.

If school is canceled due to weather all practices will be cancelled for that day.

If a scheduled practice must be moved or canceled because the gym is needed for a school event, a hosted game or bad weather the following will take place.

During PALS Volleyball & Basketball season and archery:

If you are not a PALS team and a PALS team needs your scheduled time you will be asked to pick a different time. (And revert to the scheduling order above) 24 hours notice needs to be given. Please be flexible and respectful of other teams when schedule changes are necessary.

Gym Calendar

The St. Joseph gym calendar will be updated within 24 hours of receiving a scheduling request.

To Schedule Gym Time

Please contact:

Amanda Libbert

Phone: [573-619-2095](tel:573-619-2095)

Non-PALS Team Fee

All non-PALS teams will be charged \$10 per hour for scheduled gym use, for a maximum of 1.5 hours per practice.

When a non-PALS team schedules gym time:

- The scheduler will inform the team of the required fee.
- The scheduler will collect the name and address of the person responsible for payment.
- The scheduler will keep track of scheduled dates and fees and notify the Athletic Committee.
- The Athletic Committee Treasurer will send the bill to the responsible party.

Policy Updates

These dates and procedures may need to be adjusted slightly as we implement and evaluate the gym scheduling policy. Any necessary changes will be communicated as we work through the process.