



Memo

Date: January 30, 2023

To: All pastors, principals, parish and school business managers, sports organization leaders, athletic directors

From: Brenda Leslie, director of financial services, Alex Hagan, Catholic Mutual claims/risk manager

Re: Student and sports team annual registry – Accident and liability insurance

The Archdiocese “Student and Sports Accident” Insurance program provides coverage for any parish-based sports participants, and coverage for students enrolled in our Catholic schools and parish pre-school programs.

This coverage is **secondary** coverage to a family’s primary medical insurance and covers injuries that occur during sports events or practices on parish or school facilities, or on formal team events that occur at other schools and parishes as part of the sports league.

In addition, any parents or other adults who participate as coaches, are in the sports league’s parent organization or serve on board of directors will also be provided a limited liability coverage for their involvement with the sports league.

The cost per parish athlete remains at \$13 per participant, and covers the entire year of school- or parish-based sports activities. The fees are billed in the fall each year (we are a little behind), based upon the number of participants in the prior year. The number of participants is determined by your completion of the attached STAR from each year and is verified with Catholic Metro Sports (CMS) (if applicable) at the end of the sports year.

We work with parish-based programs to ensure that our Catholic school participants are not “double billed” when they are involved in a parish sports program, as they are already being covered as a student in our schools.

Each parish or school having a youth sports program must complete the STAR form each year and return the form to Brenda Leslie (bleslie@archatl.com) (See

[attached](#)). For parishes/schools who partner with CMS, this form will be completed by CMS at the end of the fiscal year and will include all participants during the year. For parishes/schools who do not partner with CMS, the form must be completed for sports program once registration is complete. This form will be used to bill the parish/school for the number of participants who are not currently enrolled in one of our Catholic schools. We ask that the form be completed on a timely basis.

Archdiocesan schools and pre-schools will be billed for their students based on student enrollment for the year as provided by the Office of Catholic Schools.

Information about the Student and Sports Accident Insurance Policy can be found on the Insurance page of the [Office of Finance on the archdiocese website](#).

If you have any questions about this, please contact either of us: Brenda Leslie (bleslie@archatl.com) or Alex Hagan (ahagan@catholicmutual.org).