Required for All USD 500 Coaching Handbooks

Acknowledgement Forms
- Coach and Sponsor Acknowledgement Form/Statement regarding responsibility to follow all Board policies
- Sign In/Documentation Sheet for Coaching/Sponsor Meetings

Board Policies
- GAPA Continuous Pupil Supervision, Professional Deportment
- JH Student Activities: Eligibility for Activities

KS.HSAA
- Guidelines for Lightening Safety
- Heat Acclimatization and Heat Illness Prevention
- Online Rules Meetings and Exam Dates/Head Coaches & Sponsors
- Recommendations for Compliance with Kansas School Sports Head Injury Act and NFS Sports Playing Rules Related to Concussions
- Concussion & Head Injury Information Release (English/Spanish)
- Current Physical Form (Rev. 1/2015) (English & Spanish)
- Rule 52 Sportsmanship (AD/Coach/Participant)

District
- Activity Consent Form (English & Spanish)
- Parental Insurance Waiver
- Head Coach and Assistant Coach job description/evaluation
- Instructions for Emergency
- Injury Reporting Procedures and forms
- Transportation-policy for athletes returning with coaches, release to parents form (To Be Revised)
- KCAL (Kansas City/Atchison League) Constitution & Bylaws (HS only)
- MS District Athletic Policies (MS only)
- District Summer Camp Guidelines

School
- Head Coach Procedures for submitting names for eligibility/physicals
- Contact information for all coaches, AD, and principal
- Student Emergency Contact Information Form
- Forms for: Team Roster, Equipment/Uniform Inventory, Practice Schedules
- Activity Ticket Information and Requirements
- Awards and Lettering
- End of Season reporting procedures (awards, equipment/uniform inventory,
- Obligation list, equipment requests for next year

Suggested Topics for Handbook
- Early dismissal
- Training rules
- Athletic Schedules
- List of Coaches and contact information
- Scheduling
- Voluntary off season conditioning
- Other forms and policies per school
I acknowledge that I have received the Coach/Sponsor Handbook. I understand it is my responsibility to read all parts of the handbook and follow all guidelines listed in the handbook.

I also understand that by being employed by USD 500 as a coach/sponsor it is my responsibility to follow all USD 500 Board policies.

_________________________  ______________________  __________
Coach/Sponsor (Print name)  Coach/Sponsor Signature  Date

_________________________  ______________________  __________
Athletic/Activities Director  Athletic/Activities Director  Date
(Print name)                Signature
BOARD POLICIES FOR COACH’S HANDBOOK

GAPA Continuous Pupil Supervision

Teachers and other school personnel assigned to a class or responsible for a group of students or individual student are never authorized to leave the group or individual student except in the regular performance of professional duties or for logical emergency reasons.

GAPA Professional Deporment – All that staff do, say and are or appear to be affects students. It is recognized that the conduct, appearance (image) and professionalism of all staff in public schools is a public concern, and a concern of the professional of teaching.

JH Student Activities (See DK, JGFB, JM and KG)

The principal shall be responsible for organizing and approving all student activities. All school-sponsored activities shall be supervised by an adult approved by the administration.

JH Eligibility for Activities - Senior High Schools

Students who participate in any school activity shall meet the following requirements:

KSHSAA Eligibility - Rules of the Kansas State High School Activities Association governing eligibility of students for participation in interscholastic activities shall be minimum requirements for students in schools of USD No. 500. Additional requirements adopted by the Board shall be as contained in these policies and shall not relieve any student of the requirement to comply with all rules, regulations, standards and decisions of the Association.

The principal of an individual high school in USD No. 500 may prescribe eligibility requirements in addition to those required by KSHSAA and the Board but any such additional requirements shall be subject to approval of the Superintendent of Schools and shall be uniformly applied within the school.

District Eligibility - Grades for the purpose of eligibility will be calculated using all courses for which the student is enrolled. The student must maintain a current year Grade Point Average of 2.0 with no grades of F on a four point scale. Any student below 2.0, or who has any failing grades, as reported on the mid-quarter and quarter grade reports will be required to participate in the Student Support Plan (SSP). The student will be allowed to practice as long as he/she is engaged in the SSP. After two weeks of SSP the GPA must be 2.0 or higher with no failing grades to continue to practice or participate. A student may participate in

Revised 7/20/15
weekly co-curricular activities (for example Choir) but shall not compete in post season activities unless a 2.0 GPA is maintained with no failing grades. To be eligible for participation in any interscholastic event scheduled for students in grades 9 through 12, the student shall have a GPA of 2.0 with no grades of F on a four point scale in which the student is enrolled. The eligibility week shall extend from the following Monday morning through the next following Saturday, however the student is eligible once the necessary GPA is established.

All grades will be calculated for Grade Point Average (GPA) will be calculated using a four point scale. Grades will be calculated at the mid-quarter and quarter. Benchmarked courses will use percentages of 90-110 equating to 4, 80-89 equates to 3, 70-79 equates to 2, 60-69 equates to 1 and 59 percent or lower equates to 0. Mid-quarter and quarter grade reports and first and second semester KSHSAA reports shall be submitted to the District Athletic Specialist by the building athletic director.

**Student Support Plan** - Any student below a Grade Point Average of 2.0 or any failing grades of "F" on the mid-quarter and quarter grade reports will be required to participate in the Student Support Plan (SSP) at his/her school site.

The Student Support Plan (SSP) shall be designed by each high school site to meet the needs of individual students. The plan must contain one or more of the following:

1. After school tutoring prior to attending practice
2. Saturday tutoring
3. Wednesday afternoon tutoring
4. A specific class designed to provide support to improve a student’s performance
5. The intervention plan may also include other options agreed upon by both the coach/sponsor and the student athlete and approved by the principal or athletic director
6. Other: as documented by a principal approved intervention plan

**Eligibility for Activities - Middle Schools**

Students who participate in any school activity shall meet the following requirements:

**KSHSAA Eligibility** - Rules of the Kansas State High School Activities association governing eligibility of students for participation in interscholastic activities shall be minimum requirements for students in schools of USD No. 500. Under the KSHSAA eligibility ruling, students shall have passed at least five new subjects (those not previously passed) of unit weight, or its equivalency, the previous semester or the last semester of attendance. Additional requirements adopted by the Board shall be as contained in these policies and shall not relieve any student of the requirement to comply with all rules, regulations, standards and decisions of the Kansas State High School Activities Association.

Revised 7/20/15
Eligibility regulations for the middle schools, grades 7 and 8, of USD No. 500 shall govern the following extracurricular activities: cheerleading, debate, drill team, all athletic teams and participation in any activity or contest involving students from two or more different schools.

The principal of an individual middle school in USD #500 may prescribe eligibility requirements in addition to those required by KSHSAA and the Board of Education but any such additional requirements shall be subject to approval of the Superintendent of Schools and shall be uniformly applied within the school.

**Current Eligibility** - To be eligible for participation in specified extracurricular and any interscholastic activities weekly, the student shall not have received a failing grade (F) in any subject. Weekly eligibility will be monitored beginning the week prior to the first week of competition. After the first week of competition, students who have a grade below a C in any class will not be able to participate in an athletic or interscholastic event until the grade is passing. Tutoring sessions will be required and grades must be improved to a C or better to participate in activities. Eligibility shall be determined each Friday. The eligibility week shall extend from the following Monday morning through the next following Saturday.

**Accumulated Eligibility (semester)** - Rules of the KSHSAA governing eligibility for participation in Interscholastic activities shall be the requirements for students schools of USD No. 500. To be eligible for participation in a specified extracurricular and any interscholastic activity during the current semester, the student shall have passed at least five subjects of unit weight, or its equivalency, the previous semester of the last semester of attendance. Students who have "I" or "In Progress" at the close of the semester will have ten school days to complete necessary course work to achieve a passing grade. Credit earned in a USD No. 500 sponsored summer school may be counted as part of the "previous semester" except as limited by regulations of the Kansas State High School Activities Association. For a student eligible for special education services, with an active Individual Education Plan (I.E.P.), the principal may certify successful performance in the I.E.P. as satisfying all or part of the eligibility requirement.

*Revised 7/20/15*
KSHSAA GUIDELINES FOR LIGHTNING SAFETY

1. WHEN THUNDER IS HEARD OR CLOUD-TO-GROUND LIGHTNING IS SEEN, THE LEADING EDGE OF THE THUNDERSTORM IS CLOSE ENOUGH TO POSE A LIGHTNING RISK. SUSPEND PLAY AND TAKE SHELTER IMMEDIATELY.

2. ONCE PLAY HAS BEEN SUSPENDED, WAIT AT LEAST 30 MINUTES FROM THE LAST SOUND OF THUNDER OR LIGHTNING STRIKE WITNESSED BEFORE RESUMING THE ACTIVITY.

3. ANY SUBSEQUENT THUNDER OR LIGHTNING STRIKE DURING THE 30 MINUTE WAITING PERIOD RESETS THE CLOCK, AND A NEW 30 MINUTE WAITING PERIOD BEGINS.

ANYTIME LIGHTNING CAN BE SEEN OR THUNDER HEARD, RISK IS PRESENT!

SCHOOL CONSIDERATIONS:

1. A documented plan for handling severe weather situations such as lightning should be in place.

2. The persons responsible for monitoring weather activity and determining when to suspend practice or competition should be identified.
   * Ideally this person will NOT be a coach or an official involved in the game or practice, as they may too involved with their other duties to monitor the weather.

3. There are many different methods of monitoring the weather. The internet and mobile device weather applications are one option. Weather radios are available through the National Oceanic and Atmospheric Administration (NOAA) and the National Weather Service. The Weather Channel can also provide good information on storm movement and strength. Each school will need to determine their most effective means of monitoring the weather.
   National Weather Service contact information, areas of coverage, and weather radio frequencies are provided on the back of this document.

4. All personnel, athletes, and spectators should be clearly informed in advance of available safe structures or shelters in the event of severe weather.

5. The most ideal safe structure is a fully enclosed building with plumbing, electrical wiring, and telephone service which all aid in grounding the structure.

6. Fully enclosed automobiles with metal roofs, including school buses, provide adequate shelter as well.

7. Avoid using bathrooms or showers as shelter areas as the plumbing pipelines provide a path for the lightning to enter the structure. Also avoid using corded telephones or headsets during a thunderstorm, and avoid standing near utilities.

8. If communication is necessary during the storm, cellular and cordless phones are considered reasonably safe.


OVER

June 2015
SEVERE WEATHER CONTACT INFORMATION
NATIONAL WEATHER SERVICE
GENERAL REGIONS OF COVERAGE

HASTINGS, NE

REGION | PHONE | WEBSITE
--- | --- | ---
Goodland | 785.899.7119 | www.crh.noaa.gov/gld
Hastings, NE | 402.462.4287 | www.crh.noaa.gov/gid
Dodge City | 620.227.3311 | www.crh.noaa.gov/ddc
Kansas City, MO | 816.540.6021 | www.crh.noaa.gov/eax
Springfield, MO | 417.869.4491 | www.crh.noaa.gov/sgf
Topeka | 785.234.2592 | www.crh.noaa.gov/top
Wichita | 316.942.3102 | www.crh.noaa.gov/ict

SPRINGFIELD, MO

NATIONAL WEATHER SERVICE
WEATHER RADIO FREQUENCIES

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HEAT ILLNESS & HYDRATION

Heat illness in athletes is a serious situation, and if not handled properly can have catastrophic consequences. Because of the wide variance of situations in which heat illness and hydration becomes an issue, and because of the need for local individualized judgment, absolute wide ranging rules regarding heat illness related matters may not be the best or most effective approach. At the same time, heat illness is a very serious matter and the Kansas State High School Activities Association wishes to provide its member schools information that may be useful in establishing or refining an individualized heat acclimation plan or policy. One such piece of information is the Heat Acclimatization and Heat Illness Prevention Position Statement authored by the National Federation of State High School Associations and its Sports Medicine Advisory Committee. The substance of the position statement provides as follows:

Heat Acclimatization and Heat Illness Prevention Position Statement
National Federation of State High School Associations (NFHS)
Sports Medicine Advisory Committee (SMAC)

Exertional Heatstroke (EHS) is the leading cause of preventable death in high school athletics. Students participating in high-intensity, long-duration or repeated same-day sports practices and training activities during the summer months or other hot-weather days, as well as those with sickle cell trait, are at greatest risk. Football has received the most attention because of the number and severity of exertional heat illnesses. Notably, the National Center for Catastrophic Sports Injury Research reports that 35 high school football players died of EHS between 1995 and 2010. EHS also results in thousands of emergency room visits and hospitalizations throughout the nation each year.

This NFHS Sports Medicine Advisory Committee (SMAC) position statement is the companion piece to the NFHS’s online course A Guide to Heat Acclimatization and Heat Illness Prevention. This position statement provides an outline of “Fundamentals” and should be used as a guiding document. Further and more detailed information can be found within the NFHS online course, the 4th Edition of the NFHS Sports Medicine Handbook, the NFHS SMAC “Position Statement and Recommendations for Hydration to Minimize the Risk for Dehydration and Heat Illness” and the resources listed.

Following the recommended guidelines in this position statement and A Guide to Heat Acclimatization and Heat Illness Prevention can reduce the risk and incidence of EHS and the resulting deaths and injuries in high school athletics. The NFHS recognizes that various states and regions of the country have unique climates and variable resources, and that there is no “one-size-fits-all” optimal acclimatization plan. However, it is recommended that all of the “Fundamentals” be incorporated into any heat acclimatization plan to improve athlete safety. In addition, A Guide to Heat Acclimatization and Heat Illness Prevention should be required viewing for all coaches.

Heat Acclimatization and Safety Priorities:

- Recognize that EHS is the leading preventable cause of death among high school athletes.
- Know the importance of a formal preseason heat acclimatization plan.
- Know the importance of having and implementing a specific hydration plan, keeping your athletes well-hydrated, and encouraging and providing ample opportunity for regular fluid replacement.
- Know the importance of appropriately modifying activities in relation to the environmental heat and stress and contributing individual risk factors (e.g., sickle cell trait, illness, obesity) to keep your athletes safe and performing well.
- Know the importance for all members of the coaching staff to closely monitor all athletes during practice and training in the heat, and recognize the signs and symptoms of developing heat illnesses.
- Know the importance of, and resources for, establishing an emergency action plan and promptly implementing it in case of suspected EHS or other medical emergency.
FUNDAMENTALS OF A HEAT ACCLIMATIZATION PROGRAM

1. Physical exertion and training activities should begin slowly and continue progressively. An athlete cannot be “conditioned” in a period of only two to three weeks.
   
   A. Begin with shorter, less intense practices and training activities, with longer recovery intervals between bouts of activity.
   
   B. Minimize protective gear (helmets only, no shoulder pads) during the first several practices, and introduce additional uniform and protective gear progressively over successive days.
   
   C. Emphasize instruction over conditioning during the first several practices.

   **Rationale:** The majority of heat-related deaths happen during the first few days of practice, usually prompted by doing too much, too soon, and in some cases with too much protective gear on too early in the season (wearing helmet, shoulder pads, pants and other protective gear). Players must be allowed the time to adapt safely to the environment, intensity, duration and uniform/equipment.

2. Keep each athlete’s individual level of conditioning and medical status in mind and adjust activity accordingly. These factors directly affect exertional heat illness risk.

   **Rationale:** Athletes begin each season’s practices and training activities at varying levels of physical fitness and varying levels of risk for exertional heat illness. For example, there is an increased risk if the athlete is obese, unfit, has been recently ill, has a previous history of exertional heat illness or has sickle cell trait.

3. Adjust intensity (lower) and rest breaks (increase frequency/duration), and consider reducing uniform and protective equipment, while being sure to monitor all players more closely as conditions are increasingly warm/humid, especially if there is a change in weather from the previous few days.

   **Rationale:** Coaches must be prepared to immediately adjust for changing weather conditions, while recognizing that tolerance to physical activity decreases and exertional heat illness risk increases, as the heat and/or humidity rise. Accordingly, it is imperative to adjust practices to maintain safety and performance.

   Use the heat index chart on the following page as a general guide in determining when activity modifications are necessary.

4. Athletes must begin practices and training activities adequately hydrated.

   **Rationale:** While proper hydration alone will not necessarily prevent exertional heat illness, it will decrease risk.

   See the hydration strategies in this document to use as a guide for hydrating your athletes.

5. Recognize early signs of distress and developing exertional heat illness, and promptly adjust activity and treat appropriately. First aid should not be delayed!

   **Rationale:** An athlete will often show early signs and/or symptoms of developing exertional heat illness. If these signs and symptoms are promptly recognized and the athlete is appropriately treated, serious injury can be averted and the athlete can often be treated, rested and returned to activity when the signs and symptoms have resolved.

6. Recognize more serious signs of exertional heat illness (clumsiness, stumbling, collapse, obvious behavioral changes and/or other central nervous system problems), immediately stop activity and promptly seek medical attention by activating the Emergency Medical System. **Onsite rapid cooling should begin immediately.**

   **Rationale:** Immediate medical treatment and prompt rapid cooling can prevent death or minimize further injury in the athlete with EHS. Ideally, pools or tubs of ice water to be used for rapid cooling of athletes should be available onsite and personnel should be trained and practiced in using these facilities for rapid cooling. Ice water baths are the preferred method for rapid cooling; however, if ice water pools or tubs are not available, then applying ice packs to the neck, axillae and groin and rotating ice water-soaked towels to all other areas of the body can be helpful in cooling an affected athlete.

   Review the heat illness signs and symptoms information in this document.

7. An Emergency Action Plan with clearly defined written and practiced protocols should be developed and in place ahead of time.

   **Rationale:** An effective emergency action plan (EAP) should be in place in case of any emergency, as a prompt and appropriate response in any emergency situation can save a life. The EAP should be designed and practiced to address all teams (freshman, junior varsity, varsity) and all practice and game sites.
HEAT INDEX CHART

Use the chart below to assess the potential severity of heat stress. The chart should be used as a guideline only – individual reactions to the heat will vary among your athletes!

1. Across the top of the chart, locate the ENVIRONMENTAL TEMPERATURE i.e., the air temperature
2. Down the left side of the chart, locate the RELATIVE HUMIDITY.
3. Follow across and down to find the APPARENT TEMPERATURE (HEAT INDEX). The apparent temperature is the combined index of heat and humidity. It is an index of the body’s sensation of heat caused by the temperature and humidity (the reverse of the “wind chill factor”).

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<th>70°</th>
<th>75°</th>
<th>80°</th>
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<td>165°</td>
<td>175°</td>
<td>185°</td>
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</table>

* Combined index of heat and humidity... what it “feels like” to the body. Reproduced from the National Weather Service.

**Sources where heat and relative humidity information can be obtained:**
- KSHSAA website (www.kshsaa.org)
- National Weather Service website (www.weather.gov)
- Various weather websites and mobile applications
- Use of a sling psychrometer

**RECOMMENDED MODIFICATIONS TO ATHLETIC PARTICIPATION BASED ON THE HEAT INDEX**

<table>
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<th>APPARENT TEMPERATURE</th>
<th>HEAT STRESS RISK WITH PHYSICAL ACTIVITY AND/OR PROLONGED EXPOSURE</th>
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<tbody>
<tr>
<td>80°-89°</td>
<td>Fatigue possible with prolonged exposure and/or physical activity. Monitor at-risk athletes closely.</td>
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</tbody>
</table>
| 90°-103°             | Heat cramps or heat exhaustion possible  
  *Modify practice; take water breaks every 15 to 20 minutes.* |
| 103°-124°            | Heat cramps or heat exhaustion likely, heatstroke possible  
  *Modify practice, NO HELMET OR SHOULDER PADS, t-shirt and shorts only; frequent (every 15 minutes) water and rest breaks.* |
| >124°                | Heatstroke highly likely  
  *Recommend NO PRACTICE!* |

Note: This Heat Index chart is designed to provide general guidelines for assessing the potential severity of heat stress. Individual reactions to heat will vary. It should be remembered that heat illness can occur at lower temperatures than indicated on the chart. In addition, studies indicate that susceptibility to heat disorders tends to increase with age.

These modifications are not specific to football. All sports taking place in hot/humid environments should be prepared to make activity modifications based on the heat index, including indoor sports taking place in un-air-conditioned facilities. Factors such as surface (artificial turf vs. natural grass) need to also be considered as air temperature on artificial turf will typically be higher than on natural grass.
KSHSAA RECOMMENDED HEAT ILLNESS PREVENTION STRATEGIES

+ HAVE AN EMERGENCY ACTION PLAN IN PLACE to deal with heat emergencies. Call 911 and activate your emergency action plan when heat exhaustion or heat stroke is suspected. When rapid onsite cooling is necessary, ALWAYS COOL THE ATHLETE FIRST AND TRANSPORT SECOND! Be sure this protocol is rehearsed and reviewed with your coaches and local EMS personnel before practices begin each August.

+ Coaches MUST ensure their athletes have unrestricted access to water.

+ A cooling area should be established and available at all times.
  - This could be an area of shade, a tent or immediate access to an air conditioned facility.
  - A cold tub should be located in the cooling area. The water temperature should be 45-60 degrees and the tub should be large enough to submerge someone up to their torso in a seated position. An old whirlpool tub, a large children’s swimming pool or a livestock tank could be used.
  - If a tub is not available, rotating wet ice towels over the entire body or dousing the person with cold water through a hose or shower could be other rapid cooling options.

+ Coaches MUST know their at-risk athletes and modify their activity accordingly.
  - Student athletes who have sickle cell trait, a previous history of exertional heat illness, are obese, are unfit or are recovering from a recent illness are all more susceptible to heat illness.

+ NEVER allow student-athletes to consume nutritional supplements unless prescribed by a physician. Energy drinks should also NEVER be consumed by your student-athletes. These substances create an even higher risk to athletes exercising in the heat.

HEAT ILLNESS SIGNS, SYMPTOMS & MANAGEMENT

The signs and symptoms of heat illness shown below do NOT necessarily run on a continuum. This means that a person could suffer from heat stroke without showing less severe heat illness conditions such as heat cramps.

<table>
<thead>
<tr>
<th>HEAT CRAMPS – SIGNS &amp; SYMPTOMS</th>
<th>MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Cramping in active muscles</td>
<td>→ Rest in the cooling area</td>
</tr>
<tr>
<td>* Most common in abdominals and legs</td>
<td>→ Gentle stretching and massage</td>
</tr>
<tr>
<td></td>
<td>→ Drink WATER or a sports drink</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HEAT SYNCOPES – SIGNS &amp; SYMPTOMS</th>
<th>MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Fainting</td>
<td>→ Instruct athlete to drink WATER or a sports drink.</td>
</tr>
<tr>
<td>* Weakness and fatigue</td>
<td>→ Move the athlete to the cooling area and immerse in cold tub (45-60 deg.) for 15 min. Rotate wet ice towels over the entire body or douse with cold water if a cold tub is not available.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HEAT EXHAUSTION – SIGNS &amp; SYMPTOMS</th>
<th>MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Rapid weight loss (water)</td>
<td>→ Treat as an emergency, call 911.</td>
</tr>
<tr>
<td>* Reduced sweating (clammy skin)</td>
<td>→ If conscious give WATER or a sports drink slowly.</td>
</tr>
<tr>
<td>* Muscle cramps</td>
<td>→ Move athlete to the cooling area and immerse in cold tub (45-60 deg.) for 15 min. Rotate wet ice towels over the entire body or douse with cold water if a cold tub is not available.</td>
</tr>
<tr>
<td>* Dizziness/fainting</td>
<td></td>
</tr>
<tr>
<td>* Headache/nausea/vomiting</td>
<td></td>
</tr>
<tr>
<td>* Fatigue/weakness</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HEAT STROKE – SIGNS &amp; SYMPTOMS</th>
<th>MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Loss of consciousness</td>
<td>→ Heatstroke is life-threatening, call 911.</td>
</tr>
<tr>
<td>* Seizures</td>
<td>→ Do NOT give WATER (fluids)!</td>
</tr>
<tr>
<td>* Hot, dry skin – no sweating</td>
<td>→ Move athlete to the cooling area and immerse in cold tub (45-60 deg.) for 15 min. Rotate wet ice towels over the entire body or douse with cold water if a cold tub is not available.</td>
</tr>
<tr>
<td>* Nausea/vomiting</td>
<td></td>
</tr>
<tr>
<td>* Disorientation</td>
<td></td>
</tr>
</tbody>
</table>
HYDRATION STRATEGIES TO PREVENT HEAT ILLNESS

Proper HYDRATION and ACCLIMATIZATION practices stand out as the two primary prevention methods for decreasing the risk of heat illness. The following are some basic hydration principles to follow:

Appropriate hydration before, during and after exercise is important for maintaining peak athletic performance. Fluid losses of as little as 2% of body weight (less than 4 pounds in a 200-pound athlete) can impair performance by increasing fatigue. This is important because it’s common for some athletes to lose between 5-8 pounds of sweat during a game or intense practice. So it’s easy for athletes to become dehydrated if they don’t drink enough to replace what is lost in sweat.

- Recognize and respond to early warning signs of dehydration.
- **DRINK EARLY** and **DRINK OFTEN** during activity. Do not let athletes rely on thirst. Schedule frequent fluid breaks for re-hydrating. If athletes wait until they are thirsty it may be too late.
- Athletes should be weighed before and after warm weather practices. They need to drink appropriate amounts of fluid for the amount of weight lost. **An athlete should not be allowed to participate if they are at a 2% or greater weight deficit from the beginning of their previous practice.** Also, use a urine color chart (see back page) to determine hydration levels before activity.
- Encourage GOOD hydration choices: water, sport drinks with low sodium and carbohydrates, **AVOID**: energy drinks, soda, fruit juices, carbonated beverage, and caffeine.
- Encourage drinking fluids, not pouring them. Dumping fluid over the head won’t help restore body fluids or lower body temperature.
- Provide easily accessible fluids.

<table>
<thead>
<tr>
<th>Before Exercise</th>
<th>Drink 16 oz. of fluid before activity/exercise (2 hours)</th>
<th>Drink another 8-16 oz. of fluid 10-15 minutes before exercise</th>
</tr>
</thead>
<tbody>
<tr>
<td>During Exercise</td>
<td>Drink 4 - 8 oz. of fluid every 15-20 minutes</td>
<td></td>
</tr>
<tr>
<td>After Exercise</td>
<td>Drink 16-20 oz. of fluid for every (one) pound lost during exercise to achieve normal fluid state and not begin the next practice dehydrated. Rehydration should take place over a safe and comfortable period of time. Excessive fluid intake over a short amount of time can be dangerous (see hyponatremia information below).</td>
<td></td>
</tr>
</tbody>
</table>

Fluid counter:  

- 24 oz. of fluid = 1 ½ of water bottle
- 16 oz. of fluid = 1 full water bottle
- 7 oz. of fluid = ½ full water bottle or 10 BIG gulps of water
- 4 oz. of fluid = ¼ full water bottle or 5 BIG gulps of water

**Hyponatremia** is a rare, but potentially deadly disorder resulting from the over-consumption of water or other low-sodium fluid (including most sports drinks). It is most commonly seen during endurance events, such as marathons, when participants consume large amounts of water or other beverages over several hours, far exceeding fluid lost through sweating. The water in the blood and the sodium content of the blood is consequently diluted to dangerous levels. Affected individuals may exhibit disorientation, altered mental status, headache, lethargy and seizures. A confirmed diagnosis can only be made by testing blood sodium levels. Suspected hyponatremia is a medical emergency and EMS (Emergency Medical Services) must be activated. It is treated by administering intravenous fluids containing high levels of sodium.
REFERENCES


The information in this document is provided by the Kansas State High School Activities Association’s Sports Medicine Advisory Committee. The information is meant to provide general information and guidelines for schools to consider when creating or updating their school’s heat/hydration policy.

Disclaimer: The information provided by the Kansas State High School Activities Association regarding heat illness and hydration is not intended to be exhaustive or all of the relevant information on the subjects. The KSHSAA feels that the sources of the information provided above are very reputable and therefore will provide valuable source material to member schools. At the same time, schools may want to consider other available sources of relevant information and are encouraged to consult with health care professionals regarding these topics.

APPROVED KSHSAA SMAC, MAY 2015
2015-2016 KSHSAA HEAD COACHES & SPONSORS
ONLINE RULES MEETINGS AND EXAMINATION DATES

The KSHSAA rules testing process for head high school coaches, head middle/junior high school coaches and officials will continue to be administered online only. Coaches/Sponsors are required to complete the exam within the date range for their respective activities.

HEAD COACHES & SPONSORS: In activities in which a rules meeting is required, you may fulfill your rules meeting attendance requirement online OR at an onsite officials rules meeting in activities where they are offered (see Officials Rules Meeting schedule included in this mailing or online at www.kshsaa.org).

<table>
<thead>
<tr>
<th>Sport</th>
<th>Online Rules Meeting</th>
<th>Online Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volleyball</td>
<td>August 3 – August 27</td>
<td>August 3 – September 1</td>
</tr>
<tr>
<td>Golf (Boys &amp; Girls)</td>
<td>NA</td>
<td>Girls: August 1 – August 27</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boys: February 3 – March 3</td>
</tr>
<tr>
<td>Tennis (Boys &amp; Girls)</td>
<td>NA</td>
<td>Girls: August 1 – August 27</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boys: February 3 – March 3</td>
</tr>
<tr>
<td>Football</td>
<td>August 3 – September 2</td>
<td>August 3 – September 2</td>
</tr>
<tr>
<td>Cross Country</td>
<td>NA</td>
<td>August 3 – September 1</td>
</tr>
</tbody>
</table>
| Gymnastics                   | **Onsite Only, 7 pm in library**
                              | Tuesday, September 1, Newton HS |
                              | Wednesday, Sep. 2, SM West HS | August 10 – September 2    |
| Boys Soccer                  | August 10 – September 1     | August 10 – September 4   |
| Spirit                       | August 19 – October 11      | NA                        |
| Debate, Speech & Drama       | August 19 – October 11      | NA                        |
| Music                        | September 1 – November 1    | NA                        |
| Scholars Bowl                | September 14 – October 18   | NA                        |
| Wrestling                    | October 19 – November 24    | October 19 – November 30  |
| Basketball                   | October 7 – November 18     | October 7 – November 23   |
| Bowling                      | NA                          | November 2 – December 2   |
| Swim/Dive (Boys & Girls)     | NA                          | November 9 – December 9   |
| Baseball                     | February 1 – March 11       | February 1 – March 16     |
| Softball                     | February 1 – March 11       | February 1 – March 16     |
| Girls Soccer                 | February 22 – March 22      | February 22 – March 22    |
| Track & Field                | February 22 – March 22      | February 22 – March 29    |

COACHES/SPONSORS: To take an online exam or attend an online rules meeting you will need to use the unique Coach/Sponsor USER ID and PASSWORD for your individual school. The User IDs and Passwords will be/were mailed to school administrators in mid July. Please check with your principal and/or athletic director to obtain this information.

In the event that your login information has been misplaced, please submit an email request from your school email account to kshsaa@kshsaa.org. Administrators also have the option to request the password be sent to their building principal’s email account by using the Forgot Your Password link on the login page. User IDs and Passwords will not be given out to coaches/sponsors over the phone.

PLEASE SEE ENCLOSED ONLINE EXAM AND RULES MEETING INSTRUCTIONS
KANSAS STATE HIGH SCHOOL ACTIVITIES ASSOCIATION
RECOMMENDATIONS FOR COMPLIANCE WITH THE KANSAS SCHOOL SPORTS HEAD
INJURY PREVENTION ACT AND IMPLEMENTATION OF THE NATIONAL FEDERATION
SPORTS PLAYING RULES RELATED TO CONCUSSIONS

The following language appears in all National Federation sports’ rules books:

“Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of
consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from
the contest and shall not return to play until cleared by an appropriate health care professional.”

The Kansas Legislature has enacted the School Sports Head Injury Prevention Act (hereinafter the “Kansas
Act”) effective July 1, 2011:

Sec. 72-135. (a) This section shall be known and may be cited as the school sports head injury prevention act.
(b) As used in this section:
(1) “School” means any public or accredited private high school, middle school or junior high school.
(2) “Health care provider” means a person licensed by the state board of healing arts to practice medicine and surgery.

(c) The state board of education, in cooperation with the Kansas state high school activities association, shall compile
information on the nature and risk of concussion and head injury including the dangers and risks associated with the
continuation of playing or practicing after a person suffers a concussion or head injury. Such information shall be provided to
school districts for distribution to coaches, school athletes and the parents or guardians of school athletes.

(d) A school athlete may not participate in any sport competition or practice session unless such athlete and the athlete’s parent
or guardian have signed, and returned to the school, a concussion and head injury information release form. A release form
shall be signed and returned each school year that a student athlete participates in sport competitions or practice sessions.

(e) If a school athlete suffers, or is suspected of having suffered, concussion or head injury during a sport competition or
practice session, such school athlete immediately shall be removed from the sport competition or practice session.

(f) Any school athlete who has been removed from a sport competition or practice session shall not return to competition or
practice until the athlete is evaluated by a health care provider and the health care provider provides such athlete a written
clearance to return to play or practice. If the healthcare provider who provides the clearance to return to play or practice is not
an employee of the school district, such health care provider shall not be liable for civil damages resulting from any act or
omission in the rendering of such care, other than acts or omissions constituting gross negligence or willful or wanton
misconduct.

(g) This section shall take effect on and after July 1, 2011.
The KSHSAA offers the following guidelines and recommendations for compliance with the Kansas Act and for implementation of the NFHS playing rule related to concussions:

1. If a student suffers, or is suspected of having suffered a concussion or head injury during a sport competition or practice session, the student: (1) must be immediately removed from the contest or practice and (2) may not again participate in practice or competition until a health care provider has evaluated the student and provided a written clearance for the student to return to practice and competition. The National Federation and the KSHSAA recommend that the student should not be cleared for practice or competition the same day the concussion consistent sign, symptom or behavior was observed.

2. What are the "signs, symptoms, or behaviors consistent with a concussion"? The National Federation rule lists some of the signs, symptoms and behaviors consistent with a concussion. The U.S. Department of Human Services, Centers for Disease Control and Prevention has published the following lists of signs, symptoms and behaviors that are consistent with a concussion:

<table>
<thead>
<tr>
<th>SIGNS OBSERVED BY OTHERS</th>
<th>SYMPTOMS REPORTED BY ATHLETE</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Appears dazed or stunned</td>
<td>• Headache</td>
</tr>
<tr>
<td>• Is confused about assignment</td>
<td>• Nausea</td>
</tr>
<tr>
<td>• Forgets plays</td>
<td>• Balance problems or dizziness</td>
</tr>
<tr>
<td>• Is unsure of game, score, or opponent</td>
<td>• Double or fuzzy vision</td>
</tr>
<tr>
<td>• Moves clumsily</td>
<td>• Sensitivity to light or noise</td>
</tr>
<tr>
<td>• Answers questions slowly</td>
<td>• Feeling sluggish</td>
</tr>
<tr>
<td>• Loses consciousness</td>
<td>• Feeling foggy or groggy</td>
</tr>
<tr>
<td>• Shows behavior or personality changes</td>
<td>• Concentration or memory problems</td>
</tr>
<tr>
<td>• Cannot recall events prior to hit</td>
<td>• Confusion</td>
</tr>
<tr>
<td>• Cannot recall events after hit</td>
<td></td>
</tr>
</tbody>
</table>

These lists may not be exhaustive

3. What is a "Health Care Provider"? The Kansas Sports Head Injury Prevention Act defines a health care provider to be "a person licensed by the state board of healing arts to practice medicine and surgery." The KSHSAA understands this means a Medical Doctor (MD) or a Doctor of Osteopathic Medicine (DO).

4. The first step to concussion recovery is cognitive rest. Students may need their academic workload modified or even be completely removed from the classroom setting while they are initially recovering from a concussion as they may struggle with concentration, memory, and organization. Students should also avoid the use of electronic devices (computers, tablets, video games, texting, etc.) and loud noises, as these can also impair the brain's recovery process. Trying to meet academic requirements too early after sustaining a concussion may exacerbate symptoms and delay recovery. Any academic modifications should be coordinated jointly between the student’s medical providers and school personnel. No consideration should be given to returning to physical activity until the student is fully integrated back into the classroom setting and is symptom free. Rarely, a student will be diagnosed with post-concussive syndrome and have symptoms that last weeks to months. In these cases, a student may be recommended to start a non-contact physical activity regimen, but this will only be done under the direct supervision of a healthcare provider.
5. Return to Play or Practice Clearance Requirements:
   A. The clearance must be in writing and signed by a health care provider.
   B. The National Federation and the KSHSAA recommend the clearance should not be issued on the same day the athlete was removed from play.
   C. The National Federation and the KSHSAA recommend that a student who has been removed from a practice or competition because the student suffered, or was suspected of suffering, a concussion or head injury should complete a graduated return to play protocol following medical clearance before returning to unrestricted practice or competition. The National Federation has included the following graduated protocol in its Suggested Guidelines for Management of Concussion in Sports. In most cases, the athlete will progress one step each day. The return to activity program schedule may proceed as below following medical clearance:

   **Step 1:** Light aerobic exercise- 5 to 10 minutes on an exercise bike or light jog; no weight lifting, resistance training, or any other exercises.

   **Step 2:** Moderate aerobic exercise- 15 to 20 minutes of running at moderate intensity in the gym or on the field without a helmet or other equipment.

   **Step 3:** Non-contact training drills in full uniform. May begin weight lifting, resistance training, and other exercises.

   **Step 4:** Full contact practice or training.

   **Step 5:** Full game play.

   If symptoms of a concussion re-occur, or if concussion signs and/or behaviors are observed at any time during the return to activity program, the athlete must discontinue all activity and be re-evaluated by their health care provider.

   **This is simply a suggested protocol. The appropriate health care provider who issues the written clearance may wish to establish a different graduated protocol.**

6. Parents and students **ARE REQUIRED** to complete a Concussion & Head Injury Information Release Form and turn it into their school prior to the student participating in any athletic or spirit practice or contest each school year. Schools are required to have such form on file before a student may participate in a practice or competition.
KSHSAA RECOMMENDED CONCUSSION & HEAD INJURY INFORMATION RELEASE FORM
2015-2016

This form must be signed by all student athletes and parent/guardians before the student participates in any athletic or spirit practice or contest each school year.

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

<table>
<thead>
<tr>
<th>Symptoms may include one or more of the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Headaches</td>
</tr>
<tr>
<td>• “Pressure in head”</td>
</tr>
<tr>
<td>• Nausea or vomiting</td>
</tr>
<tr>
<td>• Neck pain</td>
</tr>
<tr>
<td>• Balance problems or dizziness</td>
</tr>
<tr>
<td>• Blurred, double, or fuzzy vision</td>
</tr>
<tr>
<td>• Sensitivity to light or noise</td>
</tr>
<tr>
<td>• Feeling sluggish or slowed down</td>
</tr>
<tr>
<td>• Feeling foggy or groggy</td>
</tr>
<tr>
<td>• Drowsiness</td>
</tr>
<tr>
<td>• Change in sleep patterns</td>
</tr>
<tr>
<td>• Amnesia</td>
</tr>
<tr>
<td>• “Don’t feel right”</td>
</tr>
<tr>
<td>• Fatigue or low energy</td>
</tr>
<tr>
<td>• Sadness</td>
</tr>
<tr>
<td>• Nervousness or anxiety</td>
</tr>
<tr>
<td>• Irritability</td>
</tr>
<tr>
<td>• More emotional</td>
</tr>
<tr>
<td>• Confusion</td>
</tr>
<tr>
<td>• Concentration or memory problems</td>
</tr>
<tr>
<td>(forgetting game plays)</td>
</tr>
<tr>
<td>• Repeating the same question/comment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signs observed by teammates, parents, and coaches include:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Appears dazed</td>
</tr>
<tr>
<td>• Vacant facial expression</td>
</tr>
<tr>
<td>• Confused about assignment</td>
</tr>
<tr>
<td>• Forgets plays</td>
</tr>
<tr>
<td>• Is unsure of game, score, or opponent</td>
</tr>
<tr>
<td>• Moves clumsily or displays incoordination</td>
</tr>
<tr>
<td>• Answers questions slowly</td>
</tr>
<tr>
<td>• Slurred speech</td>
</tr>
<tr>
<td>• Shows behavior or personality changes</td>
</tr>
<tr>
<td>• Can’t recall events prior to hit</td>
</tr>
<tr>
<td>• Can’t recall events after hit</td>
</tr>
<tr>
<td>• Seizures or convulsions</td>
</tr>
<tr>
<td>• Any change in typical behavior or personality</td>
</tr>
<tr>
<td>• Loses consciousness</td>
</tr>
</tbody>
</table>

Adapted from the CDC and the 3rd International Conference in Sport

What can happen if my child keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one (second impact syndrome). This can lead to prolonged recovery, or even to severe brain swelling with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student-athlete’s safety.
If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after sustaining a concussion, regardless of how mild it seems or how quickly symptoms clear, without written medical clearance from a Medical Doctor (MD) or Doctor of Osteopathic Medicine (DO). Close observation of the athlete should continue for several hours. You should also inform your child’s coach if you think that your child may have a concussion. Remember it is better to miss one game than miss the whole season. When in doubt, the athlete sits out!

Cognitive Rest & Return to Learn

The first step to concussion recovery is cognitive rest. This is essential for the brain to heal. Activities that require concentration and attention such as trying to meet academic requirements, the use of electronic devices (computers, tablets, video games, texting, etc.), and exposure to loud noises may worsen symptoms and delay recovery. Students may need their academic workload modified while they are initially recovering from a concussion. Decreasing stress on the brain early on after a concussion may lessen symptoms and shorten the recovery time. This may involve staying home from school for a few days, followed by a lightened school schedule, gradually increasing to normal. Any academic modifications should be coordinated jointly between the student’s medical providers and school personnel. No consideration should be given to returning to physical activity until the student is fully integrated back into the classroom setting and is symptom free. Rarely, a student will be diagnosed with post-concussive syndrome and have symptoms that last weeks to months. In these cases, a student may be recommended to start a non-contact physical activity regimen, but this will only be done under the direct supervision of a healthcare provider.

Return to Practice and Competition

The Kansas School Sports Head Injury Prevention Act provides that if an athlete suffers, or is suspected of having suffered, a concussion or head injury during a competition or practice, the athlete must be immediately removed from the competition or practice and cannot return to practice or competition until a Health Care Professional has evaluated the athlete and provided a written authorization to return to practice and competition. The KSHSAA recommends that an athlete not return to practice or competition the same day the athlete suffers or is suspected of suffering a concussion. The KSHSAA also recommends that an athlete’s return to practice and competition should follow a graduated protocol under the supervision of the health care provider (MD or DO).

For current and up-to-date information on concussions you can go to:
http://www.cdc.gov/concussion/HeadsUp/youth.html
http://www.kansasconceussion.org/

For concussion information and educational resources collected by the KSHSAA, go to:
http://www.kshsaa.org/Public/General/ConcussionGuidelines.cfm

____________________________________________________________________________________
Student-athlete Name Printed ____________________________ Student-athlete Signature ____________________________ Date

____________________________________________________________________________________
Parent or Legal Guardian Printed ____________________________ Parent or Legal Guardian Signature ____________________________ Date

Revised 04/14
ASOCIACION DE ACTIVIDADES DE PREPARATORIAS DEL ESTADO DE KANSAS
RECOMENDACIONES PARA EL CUMPLIMIENTO DE LA LEY DE LAS ESCUELAS DE KANSAS DE
PREVENCIÓN DE LESIONES EN LA CABEZA POR DEPORTES E IMPLEMENTACIÓN DE LA
FEDERACIÓN NACIONAL DE REGLAS DEL JUEGO RELACIONADAS CON LAS CONMOCIONES
CEREBRALES

El siguiente texto aparece en los libros de reglas de todos los deportes la Federación Nacional:
“Cualquier atleta que presenta signos, síntomas o comportamientos coherentes con una conmoción cerebral (por
ejemplo, pérdida de conciencia, dolor de cabeza, mareos, confusión o problemas de equilibrio) se debe retirar
inmediatamente de la competencia y no deberá volver a jugar hasta que lo de alta un profesional de salud adecuado.”

La Legislatura de Kansas ha promulgado la Ley de Prevención de Lesiones en la Cabeza en Juegos Escolares
(su sucesivo era “Kansas Act”) efectivo el 1 de Julio, 2011:

Sec. 72-135. (a) Esta sección será conocida y podrá ser citada como la ley de prevención de lesiones en la cabeza
durante juegos escolares.
(b) Como se usa en esta sección:
(1) “Escuela” significa cualquier escuela preparatoria privada acreditada o pública, escuela intermedia o
secundaria.
(2) “Proveedor de atención médica” significa que es una persona autorizada por la Junta Estatal de artes de sanidad
para practicar la medicina y la cirugía.
(c) La Junta de educación del estado, en colaboración con la Asociación de Actividades de preparatorias de estado
de Kansas, deberá recopilar información sobre la naturaleza y el riesgo de conmoción cerebral y lesión en la cabeza
incluyendo los peligros y riesgos asociados si continúan jugando o practicando después de que una persona sufre
una conmoción cerebral o lesión en la cabeza. Dicha información deberá proporcionarse a los distritos escolares para
su distribución a los entrenadores, atletas de la escuela y a los padres o tutores de atletas de la escuela.
(d) Un atleta de la escuela no podrá participar en cualquier competición deportiva o sesión de práctica a menos que
tal atleta y padre o tutor del atleta hayan firmado y regresado a la escuela, una forma de información donde ha sido
dado de alta por su conmoción cerebral y lesiones en la cabeza. Un formulario de autorización deberá ser firmado y
devuelto cada año escolar de un estudiante atleta que participa en competiciones deportivas o entrenamientos.
(e) Si un atleta sufre o se sospecha de haber sufrido lesiones en la del atleta o contusión durante una competición
deporativa o una sesión de práctica, tal atleta de la escuela inmediatamente se retirara de la competencia deportiva o
de la práctica de deporte.
(f) Cualquier atleta que ha sido retirado de una competencia deportiva o la práctica del deporte no regresará a la
competencia o práctica hasta que el atleta es evaluado por un médico y el médico proporciona a tal atleta una
autORIZACIÓN escrita para volver a jugar o practicar. Si el proveedor de atención médica que le da permiso para volver
a jugar o practicar no es un empleado del distrito escolar, dicho personal médico no será responsable por daños
civiles resultantes de cualquier acto u omisión en la prestación de este tipo de atención, más que actos u omisiones
que constituyen negligencia o mala conducta intencional o insensible.
(g) Esta sección será efectiva el y después del 1 de Julio, 2011.
KS SAA ofrece las siguientes directrices y recomendaciones para el cumplimiento de la ley de Kansas y de implementación de las reglas de juego de NFHS relacionada con las conmociones cerebrales:

1. Si un alumno sufre o es sospechoso de haber sufrido una conmoción cerebral o lesión en la cabeza durante una competencia de deportes o sesión de práctica, el alumno: (1) debe ser retirado de la competencia o práctica y (2) no puede volver a participar en la práctica o la competencia hasta que un médico ha evaluado el alumno y proporcionan una autorización escrita para el estudiante diciendo que puede volver a la práctica y a la competencia. La Federación Nacional y el KS SAA recomiendan que el estudiante no debe ser apto para práctica o competencia el mismo día que tengas señales consistentes de una concusión, o si síntomas o comportamientos fueron observados.

2. ¿Cuáles son las "señales, síntomas, o comportamientos consistentes de una concusión"? La Federación Nacional lista algunas de las señales, síntomas y comportamientos consistentes con una concusión. El Departamento de Servicios Humanos Estados Unidos del Control de Enfermedades y Prevención ha publicado la siguiente lista de signos, síntomas y comportamientos que son consistentes con una concusión:

<table>
<thead>
<tr>
<th>SEÑALES OBSERVADAS POR OTROS</th>
<th>SÍNTOMAS REPORTADO POR EL ATLETA</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Se ven aturdidos o confundidos</td>
<td>• Dolor de cabeza</td>
</tr>
<tr>
<td>• Esta confundido acerca de una asignación</td>
<td>• Náusea</td>
</tr>
<tr>
<td>• Olvida las jugadas</td>
<td>• Problemas de balance o mareo</td>
</tr>
<tr>
<td>• No está seguro del juego, resultado, su oponente</td>
<td>• Visión doble o borrosa</td>
</tr>
<tr>
<td>• Se mueve torpemente</td>
<td>• Sensibilidad a la luz o al ruido</td>
</tr>
<tr>
<td>• Contestas preguntas lentamente</td>
<td>• Sentirse somnoliento</td>
</tr>
<tr>
<td>• PIERDE el conocimiento</td>
<td>• Sentirse confuso o mareado</td>
</tr>
<tr>
<td>• Muestra cambios de comportamiento y de personalidad</td>
<td>• Problemas de concentración o memoria</td>
</tr>
<tr>
<td>• No recuerdas eventos antes del golpe</td>
<td>• Confusión</td>
</tr>
<tr>
<td>• No recuerdas eventos después del golpe</td>
<td></td>
</tr>
</tbody>
</table>

Estas listas no pueden ser todas las señales/síntomas.

3. ¿Qué es un "Proveedor de Atención Médica"? La ley de Prevención de Lesiones Deportivas en la Cabeza de Kansas define un médico como "una persona autorizada por la Junta Estatal de artes de sanidad para practicar la medicina y la cirugía." Para KS SAA esto significa un Doctor (MD) o un Doctor en Medicina de Osteopatía (DO).

4. El primer paso hacia la recuperación de una contusión es reposo cognitivo. Los estudiantes pueden necesitar su trabajo académico sea modificado o incluso retirarse completamente de la programación del aula mientras que inicialmente se están recuperando de una conmoción cerebral porque puede que batallen con concentración, memoria y organización. Los estudiantes también deben evitar el uso de dispositivos electrónicos (computadoras, tabletas, video juegos, mensajes de texto, etc.) y ruidos, ya que éstos también pueden deteriorar el proceso de recuperación del cerebro. El tratar de cumplir con los requisitos académicos demasiado pronto después de sufrir una conmoción cerebral puede agravar los síntomas y retrasar la recuperación. Modificaciones académicas deberán coordinarse conjuntamente entre proveedores de servicios médicos y personal de la escuela del estudiante. No debe considerarse que puedan regresar a la actividad física hasta que el estudiante está completamente integrado en el entorno de aula y sin síntomas. En raras ocasiones, un estudiante será diagnosticado con el síndrome post conmoción y que tengan síntomas que duren de semanas a meses. En estos casos, se puede recomendar al estudiante comenzar un régimen de actividad física sin contacto, pero esto sólo se hará bajo la supervisión directa de un médico.

5. Requisitos para poder volver regresar a jugar o a practicar:
A. Al ser dado de alta debe estar por escrito y firmado por un proveedor de atención médica.
B. La Federación Nacional y KS SAA recomienda que no debe ser dado de alta y no debe darse el mismo día que el atleta fue retirado del juego.
C. La Federación Nacional y KS SAA recomiendan que un estudiante que ha sido retirado de una práctica o competencia porque el estudiante sufrió, o que se sospecha que ha sufrido una conmoción cerebral o lesión en la cabeza debe completar un protocolo de un regreso gradual para volver a jugar después de una autorización médica antes de regresar a práctica o competencia sin restricciones. La Federación Nacional ha incluido el

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siguiente protocolo de etapas en sus Directrices Sugeridas para Gestión de Concusión en los Deportes. En la mayoría de los casos, el atleta progresará un paso por día. El programa de regreso a actividad **puede** suceder como se dice debajo **después de una autorización médica:**

**Paso 1:** Ejercicio aeróbicos ligero- 5 a 10 minutos en una bicicleta estacionaria o trotar ligeramente; sin levantamiento de pesas, el entrenamiento de resistencia o cualquier otros ejercicios

**Paso 2:** Ejercicio aeróbicos moderados - 15 a 20 minutos de correr en una intensidad moderada en el gimnasio o en el campo sin un casco u otros equipos.

**Paso 3:** Ejercicios de entrenamiento sin contacto con el uniforme completo. Puede comenzar el levantamiento de pesos, el entrenamiento de resistencia y otros ejercicios.

**Paso 4:** Practica o entrenamiento con contacto completo.

**Paso 5:** Juego completo.

Si los síntomas de la concusión regresan, o si señales y/o comportamientos son observados en cualquier momento cuando regresa a una actividad, el atleta debe dejar cualquier actividad y ser re-evaluado por el proveedor de salud médica.

**Este es un sencillo protocolo que es sugerido. El proveedor apropiado de atención médica que emite la autorización escrita puede establecer un protocolo diferente a estos pasos.**

6. Los padres y los estudiantes **ESTAN REQUERIDOS** que completen el Formulario de Autorización de Concusión y Lesión en la Cabeza y regresarlo a la escuela antes de que el estudiante pueda participar en cualquier práctica deportiva o concurso de cada año escolar. Las escuelas están obligadas a tener dicho formulario en el archivo antes de que un estudiante pueda participar en una práctica o competencia.
FORMULARIO DE AUTORIZACIÓN DE CONMOCIÓN Y LESIÓN EN LA CABEZA RECOMENDADO POR KSHSAA
2015-2016

Este formulario debe ser firmado por todos los estudiantes deportistas y padres/tutores antes de que el estudiante participe en cualquier práctica deportiva o concurso de cada año escolar.

Una contusión es una lesión cerebral y todas las lesiones cerebrales son graves. Son causadas por un golpe, una sacudida a la cabeza, o por un golpe a otra parte del cuerpo con la fuerza transmitida hacia la cabeza. Estos pueden ser de leves a severos y pueden perturbar la forma en la que el cerebro trabaja normalmente. Aunque la mayoría de las concussion son moderadas, **todas las concusiones cerebrales son potencialmente graves y pueden resultar en complicaciones incluyendo un prolongado daño cerebral y la muerte si no se reconoció y administro adecuadamente.** En otras palabras, incluso un "pequeño golpe" o un golpe en la cabeza pueden ser graves. No se puede ver una concusión cerebral y la mayoría de las contusiones deportivas ocurren sin pérdida de conciencia. Signos y síntomas de concusión cerebral pueden aparecer después de la lesión o pueden tomar horas o días para aparecer completamente. Si su hijo/a reporta síntomas de concusión cerebral, o si nota los síntomas o signos de contusión usted mismo, busque atención médica inmediatamente.

<table>
<thead>
<tr>
<th>Los síntomas pueden incluir uno o más de las siguientes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Dolor de cabeza</td>
</tr>
<tr>
<td>- &quot;Presión en la cabeza&quot;</td>
</tr>
<tr>
<td>- Nausea o vómito</td>
</tr>
<tr>
<td>- Dolor en el cuello</td>
</tr>
<tr>
<td>- Problemas de balance o mareos</td>
</tr>
<tr>
<td>- Visión borrosa, doble, o confusa</td>
</tr>
<tr>
<td>- Sensibilidad a la luz o ruido</td>
</tr>
<tr>
<td>- Se siente débil o somnoliento</td>
</tr>
<tr>
<td>- Se siente confuso o mareado</td>
</tr>
<tr>
<td>- Somnoliento</td>
</tr>
<tr>
<td>- Cambian los patrones del sueño</td>
</tr>
<tr>
<td>- Amnesia</td>
</tr>
<tr>
<td>- &quot;No se siente bien&quot;</td>
</tr>
<tr>
<td>- Fatiga o poca energía</td>
</tr>
<tr>
<td>- Tristeza</td>
</tr>
<tr>
<td>- Nervios o ansiedad</td>
</tr>
<tr>
<td>- Irritabilidad</td>
</tr>
<tr>
<td>- Mas emocional</td>
</tr>
<tr>
<td>- Confusión</td>
</tr>
<tr>
<td>- Problemas de concentración de memoria (olvida jugadas del juego)</td>
</tr>
<tr>
<td>- Repetir la misma pregunta/comentario</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Señales observadas por compañeros, padres, y entrenadores incluyen:</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Se ven confundidos</td>
</tr>
<tr>
<td>- Falta de expresiones faciales</td>
</tr>
<tr>
<td>- Confuso acerca de asignaciones</td>
</tr>
<tr>
<td>- Se le olvidan las jugadas</td>
</tr>
<tr>
<td>- No está seguro acerca del juego, resultados u oponentes</td>
</tr>
<tr>
<td>- Se mueve con torpeza o en su coordinación</td>
</tr>
<tr>
<td>- Contesta preguntas lentamente</td>
</tr>
<tr>
<td>- Dificultad para hablar</td>
</tr>
<tr>
<td>- Muestras cambios de comportamiento y de personalidad</td>
</tr>
<tr>
<td>- No recuerda eventos antes del golpe</td>
</tr>
<tr>
<td>- No recuerda eventos después del golpe</td>
</tr>
<tr>
<td>- Ataques o convulsiones</td>
</tr>
<tr>
<td>- Cualquier cambio en la conducta típica o la personalidad</td>
</tr>
<tr>
<td>- Perdida del conocimiento</td>
</tr>
</tbody>
</table>

Adaptado del CDC y de la 3era Conferencia de Deportes

**¿Qué puede suceder si mi hijo sigue jugando con una contusión o regresa demasiado pronto?**

Los atletas con signos y síntomas de concusión cerebral deben ser retirados inmediatamente del juego. Si continúan jugando con los signos y síntomas de una concusión cerebral hace que el joven atleta este especialmente vulnerable a una mayor lesión. Hay un mayor riesgo de daño significativo de una concusión cerebral durante un periodo de tiempo después de que se produzca esa concusión, especialmente si el atleta sufre otra concusión cerebral antes de recuperarse totalmente de la primera (síndrome del segundo impacto).

Esto puede conducir a una recuperación prolongada, o incluso inflamación cerebral grave con consecuencias devastadoras e incluso mortales. Es bien sabido que los adolescentes o atletas adolescentes a menudo no informan.

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de síntomas de lesiones, Y las conmociones cerebrales no son diferentes. Como resultado, administradores de la escuela, entrenadores, padres y estudiantes son la clave para la seguridad del estudiante atleta.

**Si usted piensa que su hijo/a ha sufrido una conmoción**

Cualquier atleta aunque solo se sospeche de haber sufrido una conmoción cerebral debe retirarse del juego o práctica inmediatamente. Ningún atleta puede regresar a la actividad después de sufrir una conmoción cerebral, independientemente de cómo leve se vea o qué tan rápido los síntomas desaparecieron, sin una autorización escrita por un Doctor (MD) o un Doctor en Medicina de Osteopatía (DO). Observación detallada del atleta debe continuar durante varias horas. También debe informar al entrenador de su hijo si cree que su hijo puede tener una conmoción cerebro es mejor perder un partido que perder toda la temporada. ¡En caso de duda, el atleta no juega!

**Reposo Cognitivo & Regreso a Aprender**

El primer paso hacia la recuperación de una conmoción es el reposo cognitivo. Esto es esencial para que el cerebro sano. Las actividades que requieren concentración y atención como tratar de cumplir con los requisitos académicos, el uso de dispositivos electrónicos (computadoras, tabletas, video juegos, mensajes de texto, etc.) y la exposición a ruidos fuertes pueden empeorar los síntomas y retrasar la recuperación. Los estudiantes pueden necesitar su carga de trabajo académico modificado mientras que inicialmente se están recuperando de una conmoción cerebral. Disminuyendo el estrés en el cerebro desde el principio después de una conmoción cerebral puede disminuir los síntomas y acortar el tiempo de recuperación. Esto puede implicar quedarse en casa y no asistir a la escuela por unos días, seguido de un calendario escolar menos ocupado, aumentando gradualmente a la normalidad.

Modificaciones académicas deberían coordinarse conjuntamente entre proveedores de servicios médicos y personal de la escuela del estudiante. No debe considerarse a regresar a la actividad física hasta que el estudiante está completamente integrado en el entorno de aula y sin síntomas. En raras ocasiones, un estudiante será diagnosticado con el síndrome post conmoción y tiene síntomas que duran de semanas a meses. En estos casos, un estudiante puede recomendarse para comenzar un régimen de actividad física sin contacto, pero esto sólo se hará bajo la supervisión directa de un médico.

**Regreso a Práctica y Competencia**

La ley de Prevención de Lesiones Deportivas en la Cabeza en las Escuelas de Kansas dice que si un estudiante sufrió, o que se sospecha que ha sufrido una conmoción cerebral o lesión en la cabeza durante una competencia o práctica, debe ser retirado inmediatamente de la competencia o práctica y no puede regresar a la práctica o competencia hasta que un Proveedor de Atención Mecíca lo ha evaluado y provee una autorización por escrito para que pueda regresar a práctica o competencia.

El KSHSAA recomienda que un atleta no deba volver a la práctica o competencia el mismo día que el atleta sufre o se sospecha que sufre una conmoción cerebral. El KSHSAA también recomienda que el atleta regrese a la práctica para competencia debe seguir un protocolo de un regreso gradual bajo la supervisión de un proveedor de atención médica (MD o DO).

Para información reciente y al día acerca de connmociones cerebrales entre en:
http://www.cdc.gov/concussion/HeadsUp/youth.html
http://www.kansasconcussion.org/
Para información connmociones cerebrales y recursos educativos recopilados por KSHSAA, entre en:
http://www.khsaa.org/Public/General/ConcussionGuidelines.cfm

<table>
<thead>
<tr>
<th>Nombre escrito del Estudiante Deportista</th>
<th>Firma del Estudiante Deportista</th>
<th>Fecha</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Nombre escrito del Padre/Tutor Legal</th>
<th>Firma del Padre/Tutor Legal</th>
<th>Fecha</th>
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</table>

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**Pre-Participation Physical Evaluation (PPE)**

**HISTORY FORM** (should be filled out by the student and parent/guardian prior to the physical examination)

<table>
<thead>
<tr>
<th>Name</th>
<th>Sex</th>
<th>Age</th>
<th>Date of birth</th>
</tr>
</thead>
<tbody>
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<table>
<thead>
<tr>
<th>Grade</th>
<th>School</th>
<th>Sport(s)</th>
<th>Home Address</th>
<th>Personal physician</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

| Parent Email | |
|--------------||
|              | |

PPE is required annually and shall not be taken earlier than May 1 preceding the school year for which it is applicable.

**Medicines and Allergies:** Please list all of the prescription and over-the-counter medicines, inhalers, and supplements (herbal and nutritional) that you are currently taking:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Do you have any allergies?</th>
<th>□ Yes □ No</th>
<th>If yes, please identify specific allergy below:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>□ Medicines □ Pollens □ Food □ Stinging Insects</td>
</tr>
</tbody>
</table>

What was the reaction?

<p>| | |</p>
<table>
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</tbody>
</table>

Explain "Yes" answers below. Circle questions you don’t know the answers to.

<table>
<thead>
<tr>
<th><strong>General Questions</strong></th>
<th><strong>Yes</strong></th>
<th><strong>No</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Have you had a medical condition or injury since your last check up or sports physical?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>2. Has a doctor ever denied or restricted your participation in sports for any reason?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>3. Do you have any ongoing medical conditions? If so, please identify below: □ Asthma □ Anemia □ Diabetes □ Infections □ Other:________</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>4. Have you ever spent the night in the hospital?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>5. Have you ever had surgery?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Heart Health Questions About You</strong></th>
<th><strong>Yes</strong></th>
<th><strong>No</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>6. Have you ever passed out or nearly passed out DURING OR AFTER exercise?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>7. Have you ever had discomfort, pain, tightness, or pressure in your chest during exercises?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>8. Does your heart ever race or skip beats (irregular beats) during exercise?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>9. Has a doctor ever ordered a test for your heart? (For example, ECG/ EKG, echocardiogram)</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>10. Do you get lightheaded or feel more short of breath than expected during exercise?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>11. Have you ever had an unexplained seizure?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>12. Do you get more tired or short of breath more quickly than your friends during exercise?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Heart Health Questions About Your Family</strong></th>
<th><strong>Yes</strong></th>
<th><strong>No</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>13. Has any family member or relative died of heart disease or had an unexpected or unexplained sudden death before age 50 (including drowning, unexplained car accident, or sudden infant death syndrome)?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>14. Does anyone in your family have hypertrrophic cardiomyopathy, Marfan syndrome, arrhythmogenic right ventricular cardiomyopathy, long QT syndrome, short QT syndrome, Brugada syndrome, or catecholaminergic polymorphic ventricular tachycardia?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>15. Does anyone in your family have a heart problem, pacemaker, or implanted defibrillator?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>16. Has anyone in your family had unexplained fainting, unexplained seizures, or near drowning?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Bone and Joint Questions</strong></th>
<th><strong>Yes</strong></th>
<th><strong>No</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>17. Have you ever had an injury to a bone, muscle, ligament, or tendon that caused you to miss a practice or a game?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>18. Have you ever had surgery?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>19. Have you ever had any broken or fractured bones or dislocated joints?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>20. Have you ever had surgery?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>21. Have you ever had a stress fracture?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>22. Have you ever been told that you have or have had an x-ray for neck instability or atlantoaxial instability? (Down syndrome or dwarfism)</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>23. Do you regularly use a brace, orthotics, or any other assistive device?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>24. Do you have a bone, muscle, or joint injury that bothers you?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>25. Do any of your joints become painful, swollen, feel warm, or look red?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>26. Do you have any history of juvenile arthritis or connective tissue disease?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Medical Questions</strong></th>
<th><strong>Yes</strong></th>
<th><strong>No</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>27. Do you cough, wheeze, or have difficulty breathing during or after exercise?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>28. Have you ever used an inhaler or taken asthma medicine?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>29. Is there anyone in your family who has asthma?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>30. Were you born without or are you missing a kidney, an eye, a testicle (male), your spleen, or any other organ?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>31. Do you have a hernia, a hernia in the groin area?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>32. Have you had infectious mononucleosis (mono) within the last month?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>33. Do you have any rashes, pressure sores, or other skin problems?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>34. Have you had a herpes or MRSA skin infection?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>35. Have you ever had a head injury or concussion?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>36. Have you ever had a hit or blow to the head that caused confusion, prolonged headache, or memory problems?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>37. Do you have a history of seizure disorders?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>38. Do you have headaches with exercise?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>39. Have you ever had numbness, tingling, or weakness in your arms or legs after being hit or falling (Stinger/Burn/Pinched Nerve)?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>40. Have you ever been unable to move your arms or legs after being hit or falling?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>41. Have you ever become ill while exercising in the heat?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>42. Do you get frequent muscle cramps when exercising?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>43. Do you or someone in your family have sickle cell trait or disease?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>44. Have you had any problems with your eyes or vision?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>45. Have you had any eye injuries?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>46. Do you wear glasses or contact lenses?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>47. Do you wear protective eyewear, such as goggles or a face shield?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>48. Do you worry about your weight?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>49. Are you trying to or has anyone recommended that you gain or lose weight?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>50. Are you on a special diet or do you avoid certain types of foods?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>51. Have you ever had an eating disorder?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>52. Do you have any concerns that you would like to discuss with a doctor?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Females Only</strong></th>
<th><strong>Yes</strong></th>
<th><strong>No</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>53. Have you ever had a menstrual period?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>54. If yes, are you experiencing any problems or changes with athletic participation (i.e., irregularity, pain, etc.)?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>55. How old were you when you had your first menstrual period?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
<tr>
<td>56. How many periods have you had in the last 12 months?</td>
<td>□ Yes □ No</td>
<td></td>
</tr>
</tbody>
</table>

Explain "yes" answers here:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I hereby state that, to the best of my knowledge, my answers to the above questions are complete and correct.

**Signature of athlete:** ____________________________  **Signature of parent/guardian:** ____________________________  **Date:** __________


Rev. 1/15
## PHYSICAL EXAMINATION FORM

### PHYSICIAN REMINDERS

1. Consider additional questions on more sensitive issues
   - Do you drink alcohol or use any other drugs?
   - Have you ever taken anabolic steroids or used any other performance supplement?
   - Have you ever taken any supplements to help you gain or lose weight or improve your performance?
   - Do you wear a seat belt and use a helmet?

2. Consider reviewing questions on cardiovascular symptoms (questions 5-14).

### EXAMINATION

<table>
<thead>
<tr>
<th>Height</th>
<th>Weight</th>
<th>Male</th>
<th>Female</th>
<th>BP (reference gender/height/age chart)****</th>
<th>/</th>
<th>/</th>
<th>Pulse</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision R 20/</td>
<td>L 20/</td>
<td>Corrected: Yes</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### MEDICAL

<table>
<thead>
<tr>
<th>Appearance</th>
<th>NORMAL</th>
<th>ABNORMAL FINDINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Marfan stigmata (kyphoscoliosis, high-arched palate, pectus excavatum, erachnodactyly, arm span &gt; height, hypertelorism, myopia, MVP, aortic insufficiency)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eyes/ears/nose/throat</td>
<td>* Pupil equal</td>
<td>* Gross Hearing</td>
</tr>
<tr>
<td>Lymph nodes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heart</td>
<td>* Murmurs (auscultation standing, supine, +/- Valsala)</td>
<td>Location of point of maximal impulse (PMI)</td>
</tr>
<tr>
<td>Pulse</td>
<td>* Simultaneous femoral and radial pulses</td>
<td></td>
</tr>
<tr>
<td>Lungs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Abdomen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Genitourinary (males only)**</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skin</td>
<td>* HSV, lesions suggestive of MRSA, linea corporis</td>
<td></td>
</tr>
<tr>
<td>Neurologic***</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### MUSCULOSKELETAL

| Neck | |
| Back | |
| Shoulder/arm | |
| Elbow/forearm | |
| Wrist/hand/fingers | |
| Hip/hip | |
| Knee | |
| Leg/ankle | |
| Feet/feet | |
| Functional | * Duck-walk, single leg hop |

---

* Consider ECG, echocardiogram, and refer to cardiology for abnormal cardiac history or exam.
** Consider GJ exam in private setting. Having third party present is recommended.
*** Consider cognitive evaluation or baseline neuropsychological testing if a history of significant concussion.
**** Chart found in The Fourth Report on the Diagnosis, Evaluation, and Treatment of High Blood Pressure in Children and Adolescents. Pediatric BP mobile application can also be used.

- **Cleared for all sports without restriction**
- **Cleared for all sports without restriction with recommendations for further evaluation or treatment for**
- **Not cleared**
  - Pending further evaluation
  - For any sports
  - For certain sports
  - *Reason

---

I have examined the above-named student and student history and completed the preparticipation physical evaluation. The athlete does not present apparent clinical contraindications to practice and participate in the sport(s) as outlined above. If conditions arise after the athlete has been cleared for participation, the physician may rescind the clearance until the problem is resolved and the potential consequences are completely explained to the athlete (and parent/guardians).

Name of healthcare provider (print/type) ______________________ Date ____________

Signature of healthcare provider ___________________________ MD, DO, DC, PA-C, APRN Phone ____________________________

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Rev 1/15
ATTENTION PARENTS AND STUDENTS
KSHSAA ELIGIBILITY CHECK LIST

NOTE: Transfer Rule 18 states in part, a student is eligible transfer-wise if:

BEGINNING SEVENTH GRADER—A seventh grader, at the beginning of his or her seventh grade year, is eligible under the Transfer Rule at any school he or she may choose to attend. In addition, age and academic eligibility requirements must also be met.

BEGINNING NINTH GRADERS IN A THREE-YEAR JUNIOR HIGH SCHOOL—So that ninth graders of a three-year junior high are treated equally to ninth graders of a four-year senior high school, a student who has successfully completed the eighth grade of a two-year junior high/middle school, may transfer to the ninth grade of a three-year junior high school at the beginning of the school year and be eligible immediately under the Transfer Rule. Such a ninth grader must then as a tenth grader, attend the feeder senior high school of their school system. Should they attend a different school as a tenth grader, they would be ineligible for eighteen weeks.

ENTERING HIGH SCHOOL FOR THE FIRST TIME—A senior high school student is eligible under the Transfer Rule at any senior high school he or she may choose to attend when senior high is entered for the first time at the beginning of the school year. In addition, age and academic eligibility requirements must also be met.

For Middle/Junior High and Senior High School Students to Retain Eligibility

Schools may have stricter rules than those pertaining to the questions above or listed below. Contact the principal or coach on any matter of eligibility. A student to be eligible to participate in interscholastic activities must be certified by the school principal as meeting all eligibility standards.

All KSHSAA rules and regulations are published in the official KSHSAA Handbook which is distributed annually and is available at your school principal’s office.

Below Are Brief Summaries Of Selected Rules. Please See Your Principal For Complete Information.

Rule 7 Physical Evaluation - Parental Consent—Students shall have passed the attached evaluation and have the written consent of their parents or legal guardian.

Rule 14 Bona Fide Student—Eligible students shall be a bona fide undergraduate member of his/her school in good standing.

Rule 15 Enrollment/Attendance—Students must be regularly enrolled and in attendance not later than Monday of the fourth week of the semester in which they participate.

Rule 16 Semester Requirements—A student shall not have more than two semesters of possible eligibility in grade seven and two semesters in grade eight. A student shall not have more than eight semesters of possible eligibility in grades nine through twelve, regardless of whether the ninth grade is included in junior high or in a senior high school.

NOTE: If a student does not participate or is ineligible due to transfer, scholarship, etc., the semester(s) during that period shall be counted toward the total number of semesters possible.

Rule 17 Age Requirements—Students are eligible if they are not 19 years of age (16, 15 or 14 for junior high or middle school student) on or before September 1 of the school year in which they compete.

Rule 19 Undue Influence—The use of undue influence by any person to secure or retain a student shall cause ineligibility. If tuition is charged or reduced, it shall meet the requirements of the KSHSAA.

Rules 20/21 Amateur and Awards Rules—Students are eligible if they have not competed under a false name or for money or merchandise of intrinsic value, and have observed all other provisions of the Amateur and Awards Rules.

Rule 22 Outside Competition—Students may not engage in outside competition in the same sport during a season in which they are representing their school.

NOTE: Consult the coach or principal before participating individually or on a team in any game, training session, contest, or tryout conducted by an outside organization.

Rule 25 Anti-Fraternity—Students are eligible if they are not members of any fraternity or other organization prohibited by law or by the rules of the KSHSAA.

Rule 26 Anti-Tryout and Private Instruction—Students are eligible if they have not participated in training sessions or tryouts held by colleges or other outside agencies or organizations in the same sport while a member of a school athletic team.

Rule 30 Seasons of Sport—Students are not eligible for more than four seasons in one sport in a four-year high school, three seasons in a three-year high school or two seasons in a two-year high school.
To be eligible for participation in interscholastic athletics/sports groups, a student must have on file with the superintendent or principal, a signed statement by a physician, chiropractor, physician’s assistant who has been authorized to perform the examination by a Kansas licensed supervising physician or an advanced practice registered nurse who has been authorized to perform this examination by a Kansas licensed supervising physician, certifying the student has passed an adequate physical examination and is physically fit to participate (See KSHSAA Handbook, Rule 7). A complete history and physical examination must be performed annually before a student participates in KSHSAA interscholastic athletics/cheerleading.

The annual history and the physical examination shall not be taken earlier than May 1 preceding the school year for which it is applicable. The KSHSAA recommends completion of this evaluation by athletes/cheerleaders at least one month prior to the first practice to allow time for correction of deficiencies and implementation of conditioning recommendations.

Parent or Guardian Consent

I do not know of any existing physical or any additional health reasons that would preclude participation in activities. I certify that the answers to the questions in the HISTORY part of the PreParticipation Physical Examination (PPE), are true and accurate. I approve participation in activities. I hereby authorize release to the KSHSAA, school nurse, certified athletic trainer, school administrators, coach and medical provider of information contained in this document. Upon written request, I may receive a copy of this document for my own personal health care records.

I acknowledge that there are risks of participating, including the possibility of catastrophic injury.

I hereby give my consent for the above student to compete in KSHSAA approved activities, and to accompany school representatives on school trips and receive emergency medical treatment when necessary. It is understood that neither the KSHSAA nor the school assumes any responsibility in case of accident. The undersigned agrees to be responsible for the safe return of all equipment issued by the school to the student.

The above named student and I have read the KSHSAA Eligibility Check List and how to retain eligibility information listed in this form.

For Middle/Junior High and Senior High School Students to Determine Eligibility When Enrolling

If a negative response is given to any of the following questions, this student should contact his/her administrator in charge of evaluating eligibility. This should be done before the student is allowed to attend his/her first class and prior to the first activity practice. If questions still exist, the school administrator should telephone the KSHSAA for a final determination of eligibility. (Schools shall process a Certificate of Transfer Form TE on all transfer students.)

YES NO

1. ☐ Are you a bona fide student in **good standing** in school? (If there is a question, your principal will make that determination.)

2. ☐ Did you **pass at least five new subjects (those not previously passed)** last semester? (The KSHSAA has a minimum regulation which requires you to pass at least five subjects of unit weight in your last semester of attendance.)

3. ☐ Are you planning to **enroll in at least five new subjects (those not previously passed)** of unit weight this coming semester? (The KSHSAA has a minimum regulation which requires you to enroll and be in attendance in at least five subjects of unit weight.)

4. ☐ Did you **attend** this school or a feeder school in your district last semester? (If the answer is “no” to this question, please answer Sections a and b.)

   a. Do you reside with your parents?

   b. If you reside with your parents, have they made a permanent and bona fide move into your school’s attendance center?

The student/parent authorizes the school to release to the KSHSAA student records and other pertinent documents and information for the purpose of determining student eligibility. The student/parent also authorizes the school and the KSHSAA to publish the name and picture of student as a result of participating in or attending extra-curricular activities, school events and KSHSAA activities or events.

<table>
<thead>
<tr>
<th>Parent or Guardian’s Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student’s Signature</td>
<td>Date</td>
</tr>
<tr>
<td></td>
<td>Birth Date</td>
</tr>
</tbody>
</table>
Nombre: 
Género: 
Edad: 
Cumpleaños: 
Dirección: 
Teléfono: 
Medico: 
Correo Electrónico de Padre: 

El PPE es requerido anualmente y no deberá ser obtenido antes de Mayo 1 del año escolar para cual es aplicable.

Medicina y Alergias: Por favor liste todo medicamento que se este tomando en este momento con o sin receta médica, inhaladores, y suplementos (nutricional y/o herbal) 

Tienes alguna alergia? Sí  No 

Medicina: 
Polen: 
Comida: 
Insectos que Pican: 

Que son sus reacciones? 

Explica las respuestas que marca "Sí" en la parte de abajo. Circule las preguntas que no sepa contestar.

**Preguntas generales**

1. ¿Tienes alguna condición médica o lastimadura desde tu última revisión física? 
2. ¿Te ha negado un médico que te puedas hacer ejercicios? 
3. ¿Tienes alguna condición médica continua? Si la respuesta es sí por favor identifica la condición abajo: 
   - Asma
   - Anemia
   - Diabetes
   - Infecciones 

Otra: 
4. ¿Has pasado la noche en el hospital? 
5. ¿Te han dado algún medicamento? 

**Preguntas de Salud del Corazón sobre Ti**

6. ¿Te has desmayado o casi desmayado alguna vez antes o durante ejercicio? 
7. ¿Has tenido mialgias, dolor, tensión, o presión en tu pecho durante ejercicio? 
8. ¿Tu corazón ha tenido latidos lento y de forma irregular? 
9. ¿Te ha dado dolor en el pecho o ha tenido algún problema con tu corazón? 
10. ¡Te ha tenido un doctor que te haya hecho un examen del corazón? (Por ejemplo, ECG/EEG, eco de corazón/angiografía)
11. ¿Has tenido marea o sentido sin aliento más de lo común cuando haces ejercicios? 
12. ¿Alguna vez has tenido una convulsión inaplicada? 
13. ¿Rápidamente te sientes más cansado o sínto que tus amigos cuando haces ejercicios? 

**Preguntas de Salud del Corazón sobre Tu Familia**

14. Algun miembro de tu familia o abuelo de tu madre o padre ha muerto por una enfermedad del corazón o de una enfermedad que podría haber causado un ataque o un accidente vascular? 
15. ¿Tu familia tiene antecedentes de diabetes tipo 1? 
16. ¿Tu familia tiene antecedentes de diabetes tipo 2? 
17. ¿Alguien en tu familia se ha desmayado sin explicación, convulsionado sin explicación, o ha sido hospitalizado? 

**Preguntas de Huesos y Cuerduras**

18. ¿Tienes alguna condición que haga que te sientas mal? 
19. ¿Tienes alguna enfermedad de huesos, fracturas, o alguna disfunción de esqueleto? 
20. ¿Alguna vez has tenido una fractura que haya necesitado rosetas? 
21. ¿Alguna vez has tenido una fractura que te haga sentir mal? 
22. ¿Has tenido una fractura que haya necesitado rosetas por inestabilidad de cuello o por inestabilidad de articulación? (Síntoma de Down o enanismo) 
23. ¿Usas regularmente aparatos ortopédicos, abrazaderas, o algún otro dispositivo? 
24. ¿Tienes un hueso, musculo, o condición que te moleste? 
25. ¿Algunas de tus cartilajeras te causan dolor, se hinchan, sienten calenturas, o se ponen coloradas? 
26. ¿Tienes antecedentes de problemas con artritis juvenil o enfermedad del tejido conectivo? 

Yo declaro que, hasta mi mejor conocimiento, mis respuestas a las preguntas mencionadas arriba están completas y correctas.

Firma del estudiante: 
Firma del Padre/Guardián: 
Fecha: 


Revisado: 1.16
**Pre-Participation Physical Evaluation (PPE)**

**PHYSICAL EXAMINATION FORM**

Name: ____________________________ Date of birth: ____________________________

Date of recent immunizations: Td ___________ Tdap ___________ Hep B ___________ Varicella ___________ HPV ___________ Meningococcal ___________

**PHYSICIAN REMINDERS**

1. Consider additional questions on more sensitive issues
   - Do you feel stressed out or under a lot of pressure?
   - Do you ever feel sad, hopeless, depressed, or anxious?
   - Do you feel safe at your home or residence?
   - Have you ever tried cigarettes, chewing tobacco, snuff, or dip?
   - During the past 60 days, did you use chewing tobacco, snuff, or dip?
   - Do you drink alcohol or use any other drugs?
   - Have you ever taken anabolic steroids or used any other performance supplement?
   - Have you ever taken any supplements to help you gain or lose weight or improve your performance?
   - Do you wear a seat belt and use a helmet?

2. Consider reviewing questions on cardiovascular symptoms (questions 5-14).

### EXAMINATION

<table>
<thead>
<tr>
<th>Height</th>
<th>Weight</th>
<th>Male ☐</th>
<th>Female ☐</th>
<th>BP (corrected for height/age)</th>
<th>( )</th>
<th>Pulse</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision R 20/20</td>
<td>L 20/20</td>
<td>Corrected Yes ☐ No ☐</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### MEDICALS

<table>
<thead>
<tr>
<th>Appearance</th>
<th>NORMAL</th>
<th>ABNORMAL FINDINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marfan stigmata, kyphoscoliosis, high-arched palate, pectus excavatum, arachnodactyly, arm span &gt; height, hyperlaxity, myopia, MVP, aortic insufficiency</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Eyes/ears/nose/throat | | |
|-----------------------| | |
| Pupils equal | | |
| Gross Hearing | | |

| Lymph nodes | | |
|-------------| | |
| | | |

| Heart | | |
|-------| | |
| Murmurs (auscultation standing, supine, +/- Valsalva) | | |
| Location of point of maximal impulse (PMI) | | |

| Pulses | | |
|--------| | |
| Simultaneous femoral and radial pulses | | |

| Lungs | | |
|-------| | |

| Abdomen | | |
|---------| | |

| Genitourinary (males only)** | | |
|-------------------------------| | |

| Skin | | |
|------| | |
| HSV, lesions suggestive of MRSA, tinea corporis | | |

| Neurologic*** | | |
|---------------| | |

### MUSCULOSKELETAL

| Neck | | |
|------| | |

| Back | | |
|------| | |

| Shoulder/arm | | |
|--------------| | |

| Elbow/forearm | | |
|---------------| | |

| Wrist/hand/fingers | | |
|--------------------| | |

| Hip/Thigh | | |
|-----------| | |

| Kne | | |
|-----| | |

| Leg/ankle | | |
|-----------| | |

| Foot/feet | | |
|-----------| | |

| Functional | | |
|------------| | |
| Duck-walk, single leg hop | | |

---

*Consider ECG, echocardiogram, and referral to cardiology for abnormal cardiac history or exam. **Consider GU exam if in private setting. Having third party present is recommended. ***Consider cognitive evaluation or baseline neuropsychiatric testing if a history of significant concussion.

☐ Cleared for all sports without restriction
☐ Cleared for all sports without restriction with recommendations for further evaluation or treatment for ____________________________

☐ Not cleared
☐ Pending further evaluation
☐ For any sports
☐ For certain sports

*Reason ____________________________

Recommendations ____________________________

---

I have examined the above-named student and student history and completed the preparticipation physical evaluation. The athlete does not present apparent clinical contraindications to practice and participate in the sport(s) as outlined above. If conditions arise after the athlete has been cleared for participation, the physician may rescind the clearance until the problem is resolved and the potential consequences are completely explained to the athlete (and parents/guardians).

Name of healthcare provider (print/type): ____________________________ Date: ____________________________

Address: ____________________________ Phone: ____________________________

Signature of healthcare provider: ____________________________


Rev 1/15
ATENCION PADRES Y ESTUDIANTES
KSHSAA FORMA DE ELEGIBILIDAD

PPE no se tomará antes del 1 de mayo anterior el año escolar para el que se aplica.

NOTA: La Regla de Traslado 18 en parte declara, que un estudiante es elegible cuando transferido si es que:

EMPEZANDO EL GRADO SIETE—Un estudiante de grado siete, al empezar de su séptimo año, es elegible bajo la Regla de Traslado en cualquier escuela que decida atender. Adicionalmente, los requisitos como elegibilidad académica y la edad también tendrán que ser cumplidas.

EMPEZANDO EL GRADO NUEVE EN UNA ESCUELA DE TRES AÑOS ESCOLARES EN UNA ESCUELA SECUNDARIA JUNIOR—Para que los estudiantes de noveno grado de una secundaria junior de tres años sean igualmente tratados que eso de una secundaria de cuatro años, un estudiante que exitosamente a completado el octavo año de una escuela intermedia de dos años, puede transferir al noveno grado de una escuela secundaria de tres años al principio del año escolar y ser elegible inmediatamente bajo la regla de transferencia. Un estudiante de grado noveno debe entonces como un estudiante de décimo grado, asistir al servicio secundario del sistema escolar. Si asisten a una escuela diferente como un estudiante de décimo grado, no sería elegibles por dieciocho semanas.

ENTRANDO A LA HIGH SCHOOL POR PRIMERA VEZ—Un estudiante de doceavo grado es elegible bajo las Regla de Traslado en cualquier High School que el estudiante enseña cuando entre por primera vez al principio del año escolar. Adicionalmente las reglas de elegibilidad académica y edad tendrán que ser cumplidas.

Para Que Los Estudiantes de Escuela Intermedia/High School Mantengan Elegibilidad

Las escuelas pueden tener reglas más estrictas que las preguntas sobre o enumeradas a continuación. Póngase en contacto con el director o el entrenador sobre cualquier asunto de elegibilidad. Un estudiante para ser elegible y participar en las actividades inter-escolares deberá estar certificada por el director de la escuela que cumplen todos los estándares de elegibilidad.

Todas las reglas y regulaciones de KSHSAA son publicadas en el Manual oficial de KSHSAA cual es distribuido anualmente y es disponible en tu escuela en la oficina de la directora.

A continuación se presentan breves resúmenes de reglas seleccionadas. Por favor Ver Su principal para obtener información completa.

<table>
<thead>
<tr>
<th>Regla</th>
<th>Descripción</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regla 7</td>
<td>Evaluación Física: Consentimiento de Padres - Estudiantes deberán pasar el atado evaluación y tener permiso por escrito de sus padres o guardias.</td>
</tr>
<tr>
<td>Regla 14</td>
<td>Estudiante Legítimo - Estudiantes Elegibles tendrán que ser legítimos estudiantes de su escuela y tener una buena reputación académica.</td>
</tr>
<tr>
<td>Regla 15</td>
<td>Registración/Asistencia - Estudiantes deberán estar registrada y asistir no más tarde que el Lunes de la cuarta semana del semestre que piensa participar.</td>
</tr>
<tr>
<td>Regla 16</td>
<td>Requisitos de Semestre - Un estudiante no tendrá más de dos semestres de posible elegibilidad en semestres grado siete y dos en el octavo grado. Un estudiante no tendrá más de ocho semestres de posible elegibilidad en los grados nueve a doce independientemente de si el noveno grado es incluido en la escuela secundaria superior. Nota: Si un estudiante no participa o es ineligible debido a la transferencia, becas, etc., el semestre(s) durante ese período se contarán hacia el número total de semestres posible.</td>
</tr>
<tr>
<td>Regla 17</td>
<td>Requisitos de Edad - Los estudiantes son elegibles si no son mayores de 19 años de edad (16, 15 o 14 para secundaria o estudiante de escuela intermedia) en o antes del 1 de septiembre del año escolar en el que compiten.</td>
</tr>
<tr>
<td>Regla 19</td>
<td>Influencia Indebida - El uso de influencia indebida por cualquier persona para asegurar o retener un estudiante hará de ineligibilidad. Si la matrícula es acusada o reducida, reunirá los requisitos de la KSHSAA.</td>
</tr>
<tr>
<td>Reglas 20/21</td>
<td>Aficionados y Reglas de Premios - Los estudiantes son elegibles si ellos no han competido bajo un nombre falso o por dinero o mercancía de valor intrínseco y han observado todas las demás disposiciones de los aficionados y de las reglas de premios.</td>
</tr>
<tr>
<td>Regla 22</td>
<td>Competencia Fuera de la Escuela - Los estudiantes no pueden participar en la competencia exterior en el mismo deporte durante una temporada en la que están representando su escuela. Nota: Consulte el director o director antes de participar individualmente o en un equipo en cualquiera juego, sesión de entrenamiento, concurso o prueba llevada a cabo por una organización externa. Los estudiantes no pueden participar en la competencia exterior en el mismo deporte durante una temporada en la que están representando su escuela.</td>
</tr>
<tr>
<td>Regla 25</td>
<td>Anti-Fraternidad - Los estudiantes son elegibles si no son miembros de alguna fraternidad u otra organización prohibida por ley o por las reglas de la KSHSAA.</td>
</tr>
<tr>
<td>Regla 26</td>
<td>Anti-Prueba e Instrucción Privada - Los estudiantes son elegibles si no han participado en las sesiones de entrenamiento o las pruebas de colegios u otras fuera de agencias u organizaciones que en el mismo deporte mientras era miembro de un equipo atlético de la escuela.</td>
</tr>
<tr>
<td>Regla 30</td>
<td>Estaciones de deporte - Los estudiantes no son elegibles por más de cuatro temporadas en un deporte en una escuela secundaria de cuatro años, tres temporadas en una escuela secundaria de tres años o dos temporadas en una escuela secundaria de dos años.</td>
</tr>
</tbody>
</table>
Los estudiantes nombre  

(POR FAVOR ESCRIBA CLARAMENTE)

Para ser elegible para la participación en grupos de atletismo inter-escolar/grupos espiritus, un estudiante debe tener en el archivo con el Superintendente o director, una declaración firmada por un médico, quiropráctico, asistente médico que ha sido autorizado para realizar el examen por un médico con licencia de Kansas o una enfermera de práctica avanzada que ha sido autorizada para realizar este examen por una licencia médica de Kansas, certificando que el estudiante ha pasado adecuadamente un examinación física y está físicamente apto para participar (ver manual KSHSAA, artículo 7). Una historia completa y examen físico deben realizarse anualmente antes de que un estudiante participe en KSHSAA actividades como atletismo/animación deportiva inter-escolar. La historia anual y el examen físico no se obtendrán más temprano que el procedente año escolar, para lo cual es aplicable el 1 de Mayo. La KSHSAA recomienda completar esta evaluación por parte de atletas/animadoras al menos un mes antes de la primera práctica para permitir la corrección en deficiencias e implementar las recomendaciones de condición.

Consentimiento de Padre o Guardián

No sé de ningún problema físico existente o cualquier razón de salud adicionales que impiden la participación en las actividades. Certifico que las respuestas a las preguntas en la parte de la historia de la forma de exploración física Pre-participación (PPE), son verídicas y exactas. Yo apruebo la participación en las actividades. Autorizo la liberación a la KSHSAA, a la enfermera de la escuela, al entrenador de atletismo, a los administradores escolares, al entrenador y al médico la información contenida en este documento certificado. Previo solicitud por escrito, yo puedo recibir una copia de este documento para mis propios registros personales de salud.

Reconozco que existen riesgos al participar, incluyendo la posibilidad de daños catastróficos.

Por la presente doy mi consentimiento para que el estudiante mencionado arriba a competir en las actividades de KSHSAA aprobado, y que acompañe a representantes escolares en viajes escuelas y recibir tratamiento médico de emergencia cuando sea necesario. Queda entendido que ni la KSHSAA ni la escuela asume ninguna responsabilidad en caso de accidente. El firmante de abajo se compromete a ser responsable por el regreso de todo el equipo deportivo asignado por la escuela a los estudiantes.

El estudiante nombrado arriba y yo hemos leído la Lista de Elegibilidad de KSHSAA E información en cómo mantener elegibilidad listado en esta forma.
Para que los estudiantes de escuela intermedia y secundaria determinen elegibilidad cuando registrándose.

Por medio / escuela secundaria y del instituto de secundaria Estudiantes para determinar la elegibilidad al matricularse

Si se da una respuesta negativa a cualquiera de las siguientes preguntas, debe contactar a su administrador a cargo de evaluar la elegibilidad. Esto debe hacerse antes de que el estudiante se le permita asistir a su primera clase y antes de la primera práctica de la actividad. Si aún existen preguntas, el administrador de la escuela debe hablar por teléfono al KSHSAA para una determinación final de elegibilidad. (Escuelas transmitirán un Certificado de Transferencia Formulario T-E en todos los estudiantes de transferencia).

<table>
<thead>
<tr>
<th>SI</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. □ □ ¿Eres un auténtico estudiante de buena reputación en la escuela? (Si hay una pregunta, el director hará esa determinación).</td>
<td></td>
</tr>
<tr>
<td>2. □ □ ¿Has pasado a por lo menos cinco nuevos temas (los no previamente aprobados) el semestre pasado? (El KSHSAA tiene una regulación mínima que requiere pasar por lo menos cinco temas de la unidad de peso en el último semestre de asistencia).</td>
<td></td>
</tr>
<tr>
<td>3. □ □ ¿Planearé inscribirse en al menos cinco nuevos temas (los no previamente aprobados) de la unidad de peso este próximo semestre? (El KSHSAA tiene una regulación mínima que requiere inscribirse y estar presentes en al menos cinco temas de la unidad de peso).</td>
<td></td>
</tr>
<tr>
<td>4. □ □ ¿Fuiiste a esta escuela o una rama en su distrito el semestre pasado? (Si la respuesta es “no” a esta pregunta, por favor, conteste las secciones a y b.)</td>
<td></td>
</tr>
<tr>
<td>□ □ a. ¿Vives con tus padres?</td>
<td></td>
</tr>
<tr>
<td>□ □ b. ¿Si vives con tus padres, ellos han hecho un movimiento permanente y de buena fe en el centro de asistencia de tu escuela?</td>
<td></td>
</tr>
</tbody>
</table>

El estudiante o el padre autorizan a la escuela para liberar a los expedientes de los estudiantes KSHSAA y otros documentos pertinentes o información con el fin de determinar la elegibilidad del estudiante. El estudiante o el padre autorizan también a la escuela y el KSHSAA para publicar el nombre y la foto del estudiante como resultado de participar o asistir a actividades extracurriculares, eventos escolares y KSHSAA actividades o eventos.

<table>
<thead>
<tr>
<th>Firma de Padres o Guardián</th>
<th>Fecha</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Firma de Estudiante</th>
<th>Fecha</th>
<th>Fecha de Nacimiento</th>
<th>Grado</th>
</tr>
</thead>
</table>

Rev. 3/15
Rule 52 - Sportsmanship/Citizenship

Introduction
The effective American secondary school must support both an academic program and an activities program. We believe that these programs must do more than merely coexist - they must be integrated and support each other in "different" arenas. The concept of "sportsmanship" must be taught, modeled, expected and reinforced in the classroom and in all competitive activities. Therefore, all Kansas State High School Activities Association members stand together in support of the following sportsmanship policy.

Philosophy
Activities are an important aspect of the total education process in American schools. They provide an arena for participants to grow, to excel, to understand and to value the concepts of SPORTSMANSHIP and teamwork. They are an opportunity for coaches and school staff to teach and model SPORTSMANSHIP, to build school pride and to increase student/community involvement; this ultimately translates into improved academic performance. Activities are also an opportunity for the community to demonstrate its support for the participants and the school, and to model the concepts of SPORTSMANSHIP for our youth as respected representatives of society. Sportsmanship is good citizenship in action!

All ACTIONS are to be FOR, NOT AGAINST;
POSITIVE, NOT NEGATIVE or DISRESPECTFUL!

Section 1 - General Regulations (apply to grades 7-12)

Art. 1: SPORTSMANSHIP is a general way of thinking and behaving. The following sportsmanship policy items are listed below for clarification:

a. Be courteous to all (participants, coaches, officials, staff and fans).
b. Know the rules, abide by and respect the official's decisions.
c. Win with character and lose with dignity.
d. Display appreciation for good performance regardless of the team.
e. Exercise self-control and reflect positively upon yourself, team and school.
f. Permit only positive sportsmanlike behavior to reflect on your school or its activities.

Art. 2: Enforcement Procedure:

a. It is encouraged and recommended by the Kansas State High School Activities Association that local boards of education adopt these regulations and reinforce them as indicated herein.
b. The Executive Board of the Kansas State High School Activities Association shall be responsible for the interpretation of these regulations, including "desirable and unacceptable behavior" and shall publish them in the Association's Sportsmanship/Citizenship Manual.

Rule 52 Interpretations
The following interpretations and policies were adopted by the KSHSAA Executive Board on November 17, 1988, in regard to Citizenship/Sportsmanship Rule 52. These are meant to clarify and assist member schools in their enforcement of this regulation. (revised June 9, 2014)

Desirable and unacceptable behavior illustrations are "examples" and are not to be considered all inclusive. These examples can occur prior to, during and after the game or contest.

In regard to 52-1-1a - Be courteous to all (participants, cheerleaders, coaches, officials, staff and fans):

Desirable Behavior - Host cheerleading squads welcome visiting squads; respect shown during National Anthem (hats removed, no talking, never change lyrics or yell mascot at the end); opposing coaches and contestants shaking hands before/after contest; applause during introduction of contestants, coaches and officials; contestants shaking hand of opponent fouling out while both sets of fans recognize contestant's performance with applause; all showing concern for injured contestant; respectfully addressing officials during competition and thanking them for their performance regardless of agreement with all calls; helping opponents up during a game; host school extending hospitality to visiting contestants, coaches, cheerleaders and fans; any supportive chants and cheers which are directed toward your team, i.e. "I believe we can win," "we've got spirit-how about you," "defense-defense" and other such supportive expressions.

Unacceptable Behavior - Any non-supportive chants, cheers, or actions which are directed toward the opposing team; chants or actions which single out individuals; fans or cheerleaders reading newspapers, turning their backs, making disrespectful actions, etc. during introduction of opponents or shooting of free throws; yelling, waving, etc., during opponent's free throws; derogatory/disrespectful yells, chants, songs, gestures, including "goodbye," "you let the whole team down," "air ball," "scoreboard," "you can't do that," "this is our house" at a visitor event, "dribble-dribble-pass," "bong-bong-bong-whoohoo" while opposing team has ball, and other such expressions directed toward opponents.

In regard to 52-1-1b - Know the rules, abide by and respect the official's decisions:

Desirable Behavior - Utilize every opportunity to promote understanding of the rules of the contest within the school and community; contestants utilize the team captain or coach for clarification of the call to maintain
positive rapport with officials; accept the decisions of the officials; hand ball to officials; cheerleaders lead fans in positive school yells in a positive manner; cheerleaders lead by coordinating signals and timing of cheers with student body section leaders; cooperate with the news media in interpretation and clarification of the rules.

Unacceptable Behavior - Booing or heckling an official’s decision; criticizing the merits of officiating; displays of temper and arguing with an official’s call; derogatory remarks toward the official, coach constantly questioning calls.

In regard to 52-1-1c - Win with character and lose with dignity:

Desirable Behavior - Handshakes between opposing contestants and coaches at end of contest, regardless of outcome; opposing contestants, coaches and fans engaging in friendly conversations before and following contest; treating competition as a contest, not a war; applause at end of contest for performance of all contestants.

Unacceptable Behavior - Chants or actions which single out individuals; yells that antagonize opponents when you feel you have won the contest; refusal to shake hands or give recognition to winner for good performance; blaming loss on officials, coaching, individual contestant’s performance, or other rationalizations; rushing the field/field or victory celebration on the playing surface/field.

In regard to 52-1-1d - Display appreciation for good performance regardless of the team:

Desirable Behavior - Coach/contestants search out opposing participants to recognize them for outstanding performance or coaching; all fans recognize an outstanding participant’s performance by applause, regardless of its impact on the contest; discuss outstanding performance of opponent with visiting and home fans.

Unacceptable Behavior - Laughing, pointing finger, name calling, yelling player name or number, etc., directed at opponents in an attempt to distract; to degrade an excellent performance by opponents.

In regard to 52-1-1e - Exercise self-control and reflect positively upon yourself, team and school:

Desirable Behavior - Support the activity by learning yells of cheerleaders and displaying total unity as fans in following their lead; cheerleaders leading by coordinating signals and timing of cheers with student body section leaders to redirect crowd from a controversial call.

Unacceptable Behavior - Displays of anger, boasting, use of profanity, bouncing beach balls, antics which draw attention to you instead of the contest; doing own yells instead of following lead of the cheerleaders; doing unsportsmanlike yells/gestures, such as “you can’t do that” while pointing finger at opponent; singling out individuals.

In regard to 52-1-1f - Permit only positive sportsmanlike behavior to reflect on your school or its activities:

Desirable Behavior - Positively encourage those around you to display only sportsmanlike conduct; report poor sportsmanship to school officials; member schools insist that sportsmanship be a priority; administrators help coaches teach, model and reinforce sportsmanship; recognize coaches for sportsmanlike conduct; coaches playing those who exhibit positive sportsmanship; administrators taking appropriate action to ensure sportsmanlike behavior.

Unacceptable Behavior - Fans’, cheerleaders’, contestants’, coaches’, administrators’, or member schools’ unwillingness to get involved and take a stand to defend one of the main tenets of school activities - teaching and promotion of SPORTSMANSHIP.

Rule 52 Violations
Violations of the Code of Ethics, KSHSAA Rules and Regulations or Citizenship/Sportsmanship Rule 52 by member schools and/or individuals shall be subject to review and consideration by the KSHSAA.

- Action may result in the form of a reprimand, probation or suspension of the school and/or individual depending upon the degree of the violation.
- If a member school is not willing to impose disciplinary measures acceptable to the KSHSAA, a hearing (informal or formal) will be held and restrictions imposed by the KSHSAA.
- Schools/coaches are encouraged to use Form S to call attention to unusual situations, positive or negative, immediately following the contest. This form is to be submitted to the KSHSAA (login to www.kshsaa.org>Entry Forms>Yearly-Letter Forms>Form S).
- If a problem is severe, then the KSHSAA should be notified by telephone so the situation can be followed up immediately.

The Sportsmanship “High Five” for Everyone

1. Show respect for the opponents at all times.
2. Show respect for the officials.
3. Know, understand and appreciate the rules of the contest.
4. Maintain self control at all times.
5. Recognize and appreciate skill in performance regardless of the affiliation.
Athletic/Activities Director

This person is most responsible for implementation of Citizenship/Sportsmanship Rule 62. The athletic/activities director serves as the leader and catalyst. All details essential to the purposeful educational contest require the efforts of an individual committed to the ideals of sportsmanship. The policies and procedures must reflect the goals established by the administration. All coaches' and spectators' conduct is directly under his/her supervision.

Recommended Responsibilities

1. Schedule opponents who reflect the high standards of sportsmanship.
2. Provide sufficient staff and security supervision for spectator control.
3. Provide opportunities for informing students and adult spectators of the rules, strategies and penalties for various sports and activities.
4. Make available opportunities for pre- and post-contest social interaction between teams and coaches of both schools.
5. Assign competent public address announcers who will promote the fundamentals of sportsmanship and who will not elicit undesirable spectator reactions.
6. Supervise and work closely with the band, cheerleaders and sponsors in techniques of crowd management.
7. Encourage and enlist the support of student groups in the implementation of a sportsmanship program.
8. Maintain a positive relationship with the media and keep them well informed of the activities schedule and the sportsmanship theme of your overall program.
9. Have regular staff and coaches meetings to inform, review and enforce sportsmanship policies.
10. Make certain that all representative support groups, which include, but are not limited to, pep clubs, drill teams and bands, conduct themselves in accordance with the sportsmanship theme. Specifically, behaviors such as bands playing during a contest, unauthorized cheers and mascots which taunt opponents or negatively encourage a reaction are not allowed and are subject to sanction by the school and/or KSHSAA.
11. Monitor and provide direction for each event relating to crowd control.
12. Assign trained, adult scorekeepers and timers who can do the job competently, remain under control and exhibit no bias. It is recommended that the personnel used in these roles be required by the school to attend the annual rules meetings (as applicable).
13. Assign a responsible adult to greet the visiting team and show them to their dressing room; treat them as you would like to see your team treated.
14. Faculty members assigned to oversee conduct of fans, cheerleaders, pep squads, bands, etc., should be visible and (when possible) attend away contests as well as home contests.
15. Arrange for uniformed law enforcement officers to be on duty for all contests, if past experience dictates.
16. Identify potential troublemakers (student or adult). If their behavior continues to mar the contest, ban from future contests.
17. Arrange for introduction of principals and athletic/activities directors of competing schools.
18. Insist cheerleaders and pep squad treat visitors as guests.
19. Stress sportsmanship! If each school cooperates, major positive accomplishments can be made.

The Sportsmanship
"High Five"
for Administration

1. Develop a plan to teach good sportsmanship within your school.
2. Provide appropriate supervision for each activity event.
3. Be sure parents thoroughly understand school expectations.
4. Recognize exemplary behavior and discourage undesirable conduct.
5. Develop a positive sportsmanship plan for all activities and coaches to follow.

Preventive Measures

1. Meet regularly with staff in an effort to reinforce and inform them of procedures.
2. Schedule social events which accomplish the interaction objective.
3. Maintain control over student groups involved in activities/athletics and encourage growth in sportsmanship.
4. Be at the contest site (home or away) in advance of everyone’s arrival and be sufficiently prepared.
5. Have regular, informal sessions with local media and elicit their participation and assistance in the program.
6. Document crowd incidents and report violations of KSHSAA sportsmanship goals and objectives immediately. If possible, film/videotape crowd behavior when there is a concern.
7. Regularly inform administrators on the status of crowd management and any problems that occur.

"Be A Good Sport"
8. Establish contact with the opponent’s athletic/activities director in advance of each contest to offer assistance with arrangements and equipment.

9. Make contact with contest officials approximately one week in advance. Confirm officials’ names, arrival time and other pertinent needs.

10. Provide pleasant quarters for officials and opponents. Extend every courtesy to make them enjoy their visit to your school.

"You get the true measure of a person’s character by what they do when no one is watching."

**Coach**

Each coach is responsible to demonstrate and apply leadership, integrity, responsibility, self-control, knowledge of rules and regulations of the sport, honesty and sportsmanship at all times on and off the playing area/field/court. Because the coach represents the school, community, the profession, the faculty and the student body, it is necessary and important to act in a responsible and professional manner at all times.

Coaches must always keep in mind the contest essentially belongs to the contestants. The primary justification for including the athletic/activities program in the total school curriculum is based on the premise that athletics/activities provides both physical and character values for those who participate. Student attainment of these values rests largely with the coaching profession.

Coaching is an extension of the educational process. It is necessary for contestants, coaches and officials to relate and “communicate” when there are concerns about a rule, a regulation or any matter concerning the welfare of all concerned. The coach must show respect and maintain proper sideline conduct before, during and after the contest, thereby assuring common courtesy and honesty when and if problems arise. The coach is probably the most influential person on the playing area/field/court and his/her actions will be reflected in the actions of others.

**General Responsibilities**

1. Demonstrate sportsmanship at all times.
2. Be responsible for the conduct of contestants.
3. Help in promoting good crowd decorum.
4. Refrain from the use of any profanity and/or physically abusive actions.
5. Refrain from making any negative remarks to the news media.
6. Have and show respect for the opponent; treat team as guests.

7. Educate student/contestants regarding the rules and regulations of the sport/activity.
8. Maintain proper conduct before, during and after the contest.
9. Inform team members of responsibilities contained in this manual.

**Therefore, as a professional educator, the coach must:**

1. Exemplify the highest moral character, behavior and leadership.
2. Respect the integrity and personality of an individual contestant.
3. Abide by the rules of the sport/activity in letter and in spirit.
4. Respect the integrity and judgment of officials, never baiting or taunting that official in any way. By rule, the head coach is responsible for all bench/sideline personnel.
5. Demonstrate a mastery of and continuing interest in coaching principles and techniques through professional improvement.
6. Encourage a respect for all contestants and their values.
7. Display modesty in victory and graciousness in defeat.
8. Promote ethical relationships among coaches.
9. Fulfill responsibilities to provide an environment free of health and safety hazards.
10. Encourage the highest standards of conduct and scholastic achievement among all contestants.
11. Seek to inculcate good health habits including the establishment of sound training rules.
12. Strive to develop in each contestant the qualities of leadership, initiative and good judgment.
Preventive Measures

Before Event

1. Read, know and work to understand the rule book.
2. An "open communication" network between coach and official must be maintained.
3. Honesty is the best policy. Before the season, both coaches and officials should discuss differences of opinion, thereby presenting an exchange of ideas and recommendations.
4. Officials should be invited to practice sessions to review new rule changes and go over general rules. On the playing area/field/court demonstration is very important.
5. Discussion sessions with contestants led by the coach and official are very important. Sportsmanship, rules and regulations and respect must be the main focus of the agenda.
6. Contestants must be made aware of his/her role and responsibility as a school representative. He/she must show respect and courtesy toward officials and opponents. This may be done through team/individual sessions with the coach.
7. Officials need to feel they are welcome when they enter the playing area/field/court. The athletic/activities director, manager or assigned adult chaperon should greet and welcome officials.

During

1. Improper sideline control or unsportsmanlike conduct in any activity is unacceptable.
2. The contestant's demeanor and conduct is the coach's responsibility.
3. It is important that the coach assist in maintaining good crowd management. This is accomplished through actions and mannerisms on the playing area/field/court. Actions calm or excite a crowd.

After

1. Never direct frustration over the outcome of a contest to officials, contestants or spectators.
2. It is good public relations for coaches to attend officials' meetings and vice versa.
3. Write a letter of commendation to the KSHSAA when an official does an outstanding job of officiating.
4. Refrain from making negative remarks to the news media; if problems arise, use the KSHSAA as the investigative body.
5. There should not be a meeting of officials and coach/administrator after a contest.
6. Officials should be paid before the contest, not after. A responsible person should ensure the official is admitted to the dressing room and not left to stand outside.

KSHSAA
Code of Ethics

For Coaches, Athletic/Activities Directors, Aides, Adjudicators, Judges and Officials

Believing that mine is an important part in the nationwide school activity program, I pledge to act in accordance with these principles:

1. I will honor contracts regardless of possible inconvenience or financial loss.
2. I will study the rules, observe the work of other coaches, athletic/activities directors, adjudicators, judges or officials and will, at all times, attempt to improve myself and the activity.
3. I will conduct my self in such a way that attention is drawn not to me but to the young people participating in the contest or activity.
4. I will maintain my appearance in a manner befitting the dignity and importance of the activity.
5. I will cooperate with the news media in the interpretation and clarification of rules and/or other areas relating to good sportsmanship, but I will not make any statements concerning decisions made during the contest.
6. I will uphold and abide by all rules of the KSHSAA and the National Federation.
7. I will shape my character and conduct so as to be a worthy example to the young people who participate under my jurisdiction.
8. I will give my complete cooperation to the school which I serve and to the KSHSAA which I represent.
9. I will cooperate and be professional in my association with other coaches, athletic/activities directors, adjudicators, judges or officials and will do nothing to cause them public embarrassment.
10. I will keep in mind that the contest is more important than the wishes of any individual.
11. I will make responsible decisions about consumption of alcohol, including abstinence from alcohol at least twelve (12) hours prior to a contest in which I will be involved.
12. I will not use tobacco products while directly involved in interscholastic activities.

"Be A Good Sport"
Participants

The role of the participant in sportsmanship is second in importance only to the coach. Participants are admired and respected by students and adult spectators. Participants have significant influence over actions and behavior of spectators of all ages.

Recommended Responsibilities

1. Accept and understand the seriousness of contest responsibility and the privilege of representing the school and community.
2. Learn rules thoroughly and discuss them with parents, fans, peers and elementary students. This assists in understanding and appreciation of the sport/activity.
3. Cooperate with the coach and always exercise good sportsmanship by living the rules.
4. Only the captain may communicate with officials on clarification of rules. It is his/ her responsibility to communicate what was said back to teammates and/or coach.
5. Always respect the official’s judgment and interpretation of rules. Never argue or make non-verbal gestures, which indicate disagreement. This immature behavior may incite undesirable response from spectators and teammates.
6. Congratulate opponents in a sincere manner following victory or defeat. This is a true measure of character.
7. Exercise self-control at all times, accepting all decisions and unusual occurrences.
8. Treat opponents with respect that is accorded a guest or friend. Many lasting relationships may be developed from competitive situations.
9. Shake hands with opponents prior to the contest and wish them luck.

The Sportsmanship

"High Five" for Participants

1. Accept the responsibility and privilege of playing for your school and community.
2. Treat opponents with respect as they are your guests.
3. Exercise self-control at all times.
4. Accept both victory and defeat with pride and compassion, never being boastful or bitter.
5. Live up to the high standards of sportsmanship established by your coach.

Preventive Measures

Before

1. Shake hands with opponents and express your best wishes for success.
2. Learn the rules.
3. Practice and live positive character development as outlined by your coaches, parent(s) or other educators.

During

1. Assist participants who are down in getting to their feet.
2. Shake hands after an aggressive exchange.
3. Never gesture to officials, participants, coaches or the fans in a negative manner.
4. Never disagree openly with an official or coach’s decision. Carry on ethically and maturely regardless of your true feelings.
5. Shake the opponent’s hand, or extend congratulations when he/she is leaving the contest.

After

1. Make every effort to extend a congratulatory handshake to your opponent immediately at the conclusion of the contest.
2. Never debate something that occurred during the contest with anyone.
3. Be objective when communicating to the media about the contest. Don’t be controlled by your emotions.
4. Show concern for injured opponents and teammates.
5. Promote sportsmanship and your athletic/activity experience positively whenever and wherever the opportunity arises.
JOB DESCRIPTION
Kansas City, Kansas Public Schools

TITLE: Coach - Head

JOB GOAL: Responsible for all levels and all phases of his or her sport. Particular duties may be assigned to assistants, but the head coach is responsible for things getting done correctly and on schedule.

ESSENTIAL FUNCTIONS:

- Enforce all rules of the Kansas State High School Activities Association
- Supervise student athletes during all facets of participation (Examples – competition travel, meetings, practices, etc.) for the purpose of ensuring activities are conducted in an environment with minimal risk of injury to the participant and that the scope of those activities is in keeping with the USD 500 Board of Education mission and policies.
- Maintain a variety of records for the purpose of complying with district, athletic conference, state and KSHSAA requirements. (Examples: required forms such as the pre-participation physical exam, concussion form, insurance waiver and medical release, activity consent forms, tryout/participation agreement forms, emergency contact information, schedules, equipment inventory, game/student athlete statistics, accurate squad roster, etc.)
- Verify that no candidate is issued equipment or allowed to practice until he/she has completed a KSHSAA pre-participation physical exam, completed a concussion form, provided signed insurance waiver and medical release and provided tryout/participation agreement forms. Ensure all transfer students have met the KSHSAA eligibility requirements prior to participation. Ensure all participating students have purchased the required activity ticket.
- Implements practice schedules and other schedules (examples: usage of facilities and equipment, staff assignments, etc.) follow all school and district policies for scheduling facilities for practice, and submit practice schedules to administration and office staff for the purpose of ensuring efficient program operation.
- Supervise practice sessions and maintain security of the locker room.
- Report all injuries of participants to proper school officials. Follow injury reporting policy as outlined in coach’s handbook and pursuant to Board of Education policy.
- Support and follow all athletic trainers assigned to practices/contests and the recommendations from the trainers with regards to student safety, injury and participation.
- Support and conform to established decisions and policy decisions of a general nature that are in keeping with the established policies and procedures of the school and of USD 500.
- Organize a system for uniform and equipment checkout, maintain an accurate inventory of all equipment, enforce rules regarding care of equipment, and ensure that all students are accountable at the conclusion of each season.
- Inform administration of equipment needs to maintain safety and performance of student athletes.
JOB DESCRIPTION
Kansas City, Kansas Public Schools

- Maintain records of evaluation procedures used in the selection process and assess student athletes for the purpose of providing feedback to students on their individual performance and/or determining team placement
- Conducts and attends a variety of supporting activities for assigned sport (ex. - league meetings, pre/post season coaches meetings, parent orientations, recognition events, banquets, etc.) for the purpose of providing information regarding the program and/or recognizing participants’ accomplishments
- Develops team and individual practice regimes for student athletes (ex. - strength, speed, agility, nutrition, injury prevention, etc.) for the purpose of enhancing and improving their performance.
- Evaluates facility and/or playing field for potential hazards, inadequate equipment, etc. for the purpose of implementing and/or assisting in making modifications or recommendations that would reduce the risk of injury.
- Oversee coaching personnel and student managers for the purpose of providing direction and monitoring activities.
- Guides coaching personnel, as may be appropriate, in instructional techniques, organization of practices, supervision guidelines and responsibilities, etc. for the purpose of providing guidance and mentoring.
- Assign duties to coaching personnel and prepare a written evaluation for each coach at the conclusion of the season
- Advise coaching personnel, parents and athletes of expectations of good sportsmanship. Make certain that coaching staff, parents and athletes know the importance of KSHSAA Rule 52.
- Monitors student athlete academic eligibility for the purpose of complying with both the KSHSAA requirements as well as the USD 500 Board of Education policy on eligibility. Provide appropriate intervention (ex. - counseling, tutoring, etc.) to students identified as needing assistance to maintain their academic eligibility.
- High School Only – Report all team scores to the appropriate media outlets for distribution and prepare other public information releases as needed.
- Other duties as assigned by the Building Principal and/or Athletic Director.

QUALIFICATIONS:
- Certified teacher or qualify for Rule 10 certification through the Kansas State High School Activities Association
- Successful completion of a criminal background check
- Current certification in CPR and AED

COMMUNICATION / ORGANIZATION:
Speak clearly and concisely in written and oral form. Maintain communication with all constituents including district staff. Utilize existing technology effectively in the
JOB DESCRIPTION
Kansas City, Kansas Public Schools

performance of duties. Organize work efficiently in order to support the mission and vision of Kansas City, Kansas Public Schools.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

LANGUAGE SKILLS: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports and business correspondence. Ability to effectively present information and respond to questions from internal and external sources.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The noise level in the work environment is usually loud and is a standard acceptable level for this environment. Coach is directly responsible for students’ safety, work output and well-being. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT: The noise level in the work environment is usually loud and is a standard acceptable level for this environment.

OTHER SKILLS and ABILITIES: Ability to establish and maintain effective working relationships with all constituents including district staff. Ability to maintain professionalism and respond appropriately in all situations.

TERMS OF EMPLOYMENT: Varies by Sport

RATE OF PAY: Based on the KCKPS Supplemental Pay Schedule

FLSA STATUS: NON-EXEMPT

REPORT TO: Athletic Director or Building Administrator

EVALUATION: Performance of this position will be evaluated in accordance with the provisions of the Board’s policy.
INSTRUCTION FOR EMERGENCY

TO ALL STAFF MEMBERS:

In an effort to make things as easy as possible for school building administrators, in the case of any type of school emergency, i.e. broken pipes, power outages, please contact Kelli Mather at 913-207-5491 or 913-279-2231 (office).

If not available, please contact David Smith at 913-744-5104.

If you have a 911 Emergency, medical or otherwise, CALL 911 NOT Kelli Mather - the call will be followed up automatically by Chief Rick Armstrong and the KCKPSPD. An immediate text will be sent to us if a 911 call is made from your building.

If you need to reach the Transportation Department, after school hours dial:

- Garage 913-627-3121

For a Transportation Emergency Contact:

- Miguel Martin, Assistant Director of Transportation 913-707-4150
- Lenora Miller, Director of Transportation 913-530-1914

07/2015 ra
USD No 500 Activity Consent Form

Name of Student: ___________________________  DOB: _______ Grade: _______
School: ________________________________  Teacher: _______________________

As parent or legal guardian of the above student, I give my consent and approval for my child (_________________) to participate in the following activity:

Name of Activity: __________________________
Location of Activity: _____________________  Date of Activity ______________________
I understand Transportation will be provided by _________________________________

IN CASE OF EMERGENCY NOTIFY:
1. ___________________________________________  2. _________________________________
 ADDRESS: ________________________________  ADDRESS: ________________
 PHONE: _________________________________  PHONE: _________________________
 OUR FAMILY PHYSICIAN IS: _______________  PHONE: _________________________

I further agree to release and hold harmless Kansas City Kansas Public Schools Unified School District 500, and its officers, agents and employees from liability for any accident, injury, illness or death, sustained by the above student in connection with or while participating in the above activity.

In the event of any illness or injury, I hereby consent to whatever x-ray examination, anesthetic, medical surgical or dental diagnosis or treatment and hospital care from a licensed dentist, physician and/or surgeon as deemed necessary for the student(s) safety and welfare. It is understood that the resulting expenses will be the responsibility of the parent guardian and not the School District if transported in a school owned vehicle.

Print Parent/Guardian Name: _______________________________________________________

Address: _______________________________________________________________________

Phone: (H) ___________________ Phone: (W) ___________________ Phone: (C) ____________

Parent/Guardian Signature: ________________________________________________________  Date: _______

_______________________________________________________________________________

I understand that if I have any questions I should contact: ___________________________  at ____________________________
          (Name and Title)  (Phone)

7/17/12
Formulario de consentimiento para actividades USD N° 500

Nombre del estudiante: ___________________  Fecha de nacimiento: _______  Grado: _______

Escuela ___________________  Maestro: ___________________

Como padre, madre o tutor legal del estudiante mencionado, otorgo mi consentimiento y aprobación para que mi hijo (__________) participe en la siguiente actividad:

Nombre de la actividad: ___________________  Ubicación de la actividad: ___________________

Fecha de la actividad: ___________________

Comprenso que el transporte será proporcionado por ___________________

EN CASO DE EMERGENCIA NOTIFICAR A:

1. ___________________  2. ___________________

DIRECCIÓN: ___________________  DIRECCIÓN: ___________________

TELÉFONO: ___________________  TELÉFONO: ___________________

EL MÉDICO DE NUESTRA FAMILIA ES: ______________  TELÉFONO: ______________

Además acepto liberar de responsabilidad al Distrito escolar unificado 500 de escuelas públicas de Kansas City en Kansas, y a sus funcionarios, agentes y empleados, por cualquier accidente, lesión, enfermedad o muerte, sufrido por el estudiante mencionado en relación con o mientras participa de la actividad mencionada.

En caso de enfermedad o lesión, otorgo por el presente mi consentimiento para la realización de radiografías, aplicación de anestesia, diagnóstico o tratamiento médico, quirúrgico o dental, y atención hospitalaria por parte de un dentista, médico y/o cirujano licenciado según se considere conveniente para la seguridad y bienestar del estudiante. Se comprende que los gastos resultantes serán responsabilidad del padre, madre o tutor y no del Distrito escolar si fuera transportado en un vehículo propiedad de la escuela.

Nombre del padre/madre/tutor en letra de imprenta: ___________________

Dirección: ___________________

Teléfono: (casa) ______________  Teléfono: (trabajo) ______________  Teléfono: (celular) ______________

Firma del padre/madre/tutor: ___________________  Fecha: ______________

Comprendo que si tengo alguna pregunta debo contactar a: _______ al ______________

(Nombre y cargo) ______________  (Teléfono) ______________

7/17/12
Parent Consent Form

To:

We require that all students participating in athletics and activities at [Name of School] have two items on file at the school.

1. It is required that students have a physical examination by a licensed physician. This physical must be recorded on the Kansas State High School Activities Association Physical Form and must be presented to the school coach before any practice or participation in any activity is allowed.

2. The school also requires that a student must be covered by some form of health or accident insurance policy carried by the parent or the guardian or that the parent/guardian assume all financial responsibility. This insurance coverage information must also be on file in the school office before any practice or participation can be permitted.

Note: _______ School assumes no responsibility for the payment of any athletic or activity injury.

If a parent has a health and accident policy, which will cover their son or daughter while they are participating on one of the teams, the student may participate. Please complete the information form below and return the form to the school coach. As a precautionary measure we ask that you please check your insurance policies to make sure to have the proper coverage for competitive athletics.

INSURANCE STATEMENT

I, the parent or legal guardian of ______________, student, understand the policy of ______________ School concerning athletic and activity injuries. I request that he/she be allowed to participate in competitive athletics and/or activities at ______________ School.

I understand that I am responsible for the coverage of all expenses for any athletic or activity injury and that this release member from any liability.

This student is covered by insurance

The name of the insurance company is ____________________________.

This student is not covered by insurance and

I, the parent/guardian, will pay all expenses for injuries

SIGNATURE OF THE PARENT/GUARDIAN______________________________

Address and zip code ________________________________

Phone number: Home ________________________________ Work ________________________________

Emergency number ________________________________
STUDENT INJURY/ACCIDENT REPORTING INSTRUCTIONS

TO: Principals, School Nurses and Coaches

The REPORT OF INJURY TO STUDENT OR NON-DISTRICT EMPLOYEE form should be filled out by the employee who witnesses the injury or the employee who is first to respond to the site where the injury occurred. This will ensure that the information is accurate and complete. Please be sure to fill out the form in its entirety, leaving no question unanswered.

What type of injury requires a Student Injury Report?

The REPORT OF INJURY TO STUDENT OR NON-DISTRICT EMPLOYEE form should be completed when a student is involved in an incident that causes an injury which requires –

- the student to be picked up by his/her parent or guardian for further care or monitoring
- the student seek medical treatment or there is the potential for the student to seek medical treatment
- the student be sent by the EMS to the hospital for further evaluation or treatment or any injury severe enough to require a doctor’s attention
- the parent to be informed of a possible blood borne pathogen incident (i.e. One student bites another – particularly when the skin has been broken, or a skin or mouth condition
- Any injury, including athletic related injuries whether practice or game related (home or away) which requires first aid assistance form school staff personnel

When should the Student Injury Report be completed?

The REPORT OF INJURY TO STUDENT OR NON-DISTRICT EMPLOYEE form should be completed as soon as the injured student is stable and no longer under your care or supervision. Although the same form is used for NON-District employees, (i.e. Parents, Contractors or Vendors), injuries to these people will continue to be copied to the Business Services Office. This form will be our best resource should a problem arise in the future.

How do you find the Student Injury Report?

The REPORT OF INJURY TO STUDENT OR NON-DISTRICT EMPLOYEE form can be located on our website under Staff, District Forms & Manuals – By Department, Chief Financial Officer (CFO).

Where should the Student Injury Report be sent once it is complete?

All accident reports should be reviewed and signed by the Building Administrator. It should be completed in a timely manner and submitted, preferably, within 48 hours of the incident to the Business Services Office.

07/2015 ra
REPORT OF INJURY TO STUDENT OR NON-DISTRICT EMPLOYEE
KANSAS CITY, KANSAS PUBLIC SCHOOLS (USD #500)

This form should be submitted within 48 hours of the incident.
Security Personnel may be assigned to investigate the incident if necessary

Please send to Raquel Ayala:
- via email at mailto:raquel.ayala@kckps.org
- fax (913) 279-2085
- interoffice mail: Attn: Raquel Ayala, Business Office, Central Office

All questions must be completed. Please be sure to describe the injury in detail

<table>
<thead>
<tr>
<th>Name:</th>
<th>Date of Injury:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time of Injury:</td>
<td>Building Name:</td>
</tr>
<tr>
<td>Age/Gender:</td>
<td>Reported by:</td>
</tr>
</tbody>
</table>

Please check all that apply:

<table>
<thead>
<tr>
<th>Recess</th>
<th>Physical Education</th>
<th>Sports (non P.E.)</th>
<th>Hallway</th>
<th>Classroom</th>
</tr>
</thead>
<tbody>
<tr>
<td>Result of Fight</td>
<td>Parking Lot</td>
<td>Restroom</td>
<td>Locker Room</td>
<td>Gym</td>
</tr>
<tr>
<td>Stadium</td>
<td>Practice Field</td>
<td>Track</td>
<td>Pool</td>
<td>Before School</td>
</tr>
<tr>
<td>After School</td>
<td>Off-site/Field Trip</td>
<td>Off-Site/Sports</td>
<td>Bus</td>
<td>Cafeteria</td>
</tr>
<tr>
<td>Stairs</td>
<td>Elevator</td>
<td>Playground</td>
<td>Bleachers</td>
<td>Auditorium</td>
</tr>
</tbody>
</table>

How did this injury occur?

What was the injury party doing during the time of the accident:

Name of substance or object that directly caused the injury:

Describe IN DETAIL the nature/extent of the injury – be sure to indicate in detail the body party involved:

Was first aid administered? If so by whom? Please describe first aid:

Did the injured party receive medical attention? Describe (include name of hospital/clinic):

Eyewitness comments (if applicable):

Comments from injured party:

Signature of Date of Principal: ____________________________

Signature & Date of Person completing this form: ____________________________

Printed Name of person completing this form: ____________________________
**MARK THE AREA ON THE ILLUSTRATION BELOW WHERE YOU ARE HAVING THE SYMPTOMS DESCRIBED**

- □ PALM SIDE
- □ BACK SIDE
- □ TOP OF FOOT
- □ BOTTOM OF FOOT
Kansas City – Atchison League  
Est 2009

History

The KCKL brought together teams that wanted to compete outside of the EKL or the crowded Sunflower League. Two members were new schools – KC HARMON and KC SCHLAGLE while KC WYANDOTTE and KC WASHINGTON had previously belonged to the SUNFLOWER League. KC SUMNER had played an INDEPENDENT schedule before participating in the Huron League.

When the HURON League dissolved after the 2003-2004 school year, SUMNER ACADEMY joined the KCK League.

ATCHISON asked the KSHSAA to place them in a league after competing as an INDEPENDENT for several years. The KSHSAA placed ATCHISON in the KCK League starting with the 2008-09 school year. At that time, the name of the league was changed to the Kansas City – Atchison League (KCAL). Atchison competed for the 2009 Track League title, then expanded their schedule to include all KCK schools in other sports. Because of 2-year contracts in football, basketball, baseball and softball, they did not compete for League Championships in those sports in 2009-2010. Beginning in the 2010-2011 year, all six schools participated in the League in all sports offered by each school.

CONSTITUTION

Article I  
This organization shall be known as the Kansas City – Atchison League (KCAL). It shall consist of Atchison, Harmon, Schlage, Sumner Academy, Washington, and Wyandotte High Schools.

Article II – Membership
Section 1 – New members may be admitted only upon the unanimous consent of the membership or through placement by KSHSAA.
Section 2 – Any league member may be removed from the league only by unanimous vote of all league schools.
Section 3 – All league schools who have a team or squad in a given activity must participate in all approved league contests or schedules.
Section 4 – Any team wishing to leave the league shall provide notice of a minimum of one school year advanced notice prior to leaving.

Article III – Meetings
Section 1 – Meetings will be held on a regular basis.
Section 2 – The President may call an emergency meeting with a preference of one week notification.
Section 3 – Athletic Directors meetings may be held prior to the scheduled league meetings. Recommendations from the Athletic Director’s
meeting must be presented to the league president prior to the next
scheduled league meeting for formal action.
Section 4 – League shall meet on a quarterly basis and/or as needed

Article IV – Organization
  Section 1 – The league shall have a president and a secretary
  Section 2 – President duties
  a. The President shall preside over all meetings.
  b. Along with the other members, they shall make all decisions over items not covered
     by the Constitution or by-laws
  c. Represent the league when necessary
  Section 3 – Secretary duties
     a. Keep records of meetings and send copies to the membership
     b. Responsible for official correspondence
     c. Keep complete financial records
     d. Issue payment of bills after approval by membership.
     e. Orders all medals and team plaques.
  Section 4 – Voting
     a. Each school will get one vote
     b. Any vote requires a majority of the membership to pass except
        where designated otherwise.
     c. Any protests will be handled by the member schools.
     d. Items from individual schools to be voted on may be presented
        by any league coach to their respective athletic director. These items
        will be considered at the next scheduled Athletic Director’s
        meeting. If approved, they will be presented to the Principals at the
        next League meeting for final approval.

Article V – Amendments
  Section 1 – Articles may be amended only with the approval of 2/3 majority.
  Section 2 – The rules, by-laws and procedures that follow may be changed by
          a majority vote of membership.

BY-LAWS AND PROCEDURES

Sportsmanship
  1. The KCA League supports and promotes positive relationships between all
     schools including proper sportsmanship as promoted by the KSHSAA
  2. The League will establish accepted practices and procedures for use in
     athletic contests as the need arises.

Meetings
  When the athletic directors meet separately from the principals, the Athletic
  Director from each school shall serve in the same capacity for their meeting.
League Commissioner
1. A league commissioner shall be employed at a salary agreed to by the membership. The commissioner shall be responsible for providing and scheduling officials for events approved by the League.
2. The League Commissioner shall be evaluated annually by the League.

Cancellation/postponement of Events
League contests and events may be postponed or cancelled by either school if weather, road conditions or circumstances may create an unsafe situation. A decision shall be made prior to 1pm.

League Championships and Format
1. League Champions will be recognized in each sport where four or more league schools participate. In the situation of a co-operative agreement by league schools, two schools will be recognized.
2. Except for those sports that participate in a League tournament, League Championships will be determined by won-loss records. Ties will be awarded in the event of an identical records. When uncontrollable circumstances (ie: weather) prevent a full schedule from being played, the league champion will be determined by winning percentage.
3. FB League Championship is determined by head to head competition between the league teams. It does NOT matter whether the team is played during district play or before district play. (added 3/11/13)
4. Sites for league championship tournaments will be rotated.
5. Team and Individual awards are for Varsity level competition only. No medals or team trophies are to be given for JV level competition at the league level.

Football
1. All dressing rooms and fields should be available 1 ½ hours before game time.
2. A league tape/film policy is to be used and exchanges will take place the weekend prior to the game week at an agreed upon time and place.

Volleyball
1. In triangular play, the home team and the team that traveled the farthest will play first. The 2nd game will be a match of both teams that traveled. The 3rd game will be the home team and the closest traveling team.
2. League Champion will be established through the use of a League Tournament.
3. Beginning with the 2014-15 season, eliminate League Tournament AND Move to double duals. (Motion passed on 6/13/13)

Cross Country
1. League Champions will be determined by a single meet held at a designated time and place.
2. Unlimited entries will be allowed, but each school must designate 6 varsity boys and 6 varsity girl runners before the race. Scoring will be to 10
places. Medals will be to 10 places. (Motion passed on 8/22/2012 - document amended 10/8/2012)

3. There must be four schools with entries, regardless of the number, for there to be a League Champion. Schools are encouraged to make every effort to enter competitors, in good faith.

Soccer

Basketball
1. A double round-robin league schedule shall be played.
2. Half times can be no longer than 15 minutes to accommodate activities/coronations.

Wrestling
The League Champion shall be established through a Team Meet.

Track
1. A League track meet date and place will be established by rotation. An alternative date will also be established in the event of bad weather.
2. The KCA League Meet will be conducted according to KSHSAA Regional rules.
3. Medals will be given to 1st, 2nd, and 3rd place finishers in each event.

Baseball/Softball
League Champion shall be determined by a round-robin format with double-headers scheduled. Each team shall be deemed "home" for each game with the traveling team "home" for the first game.

Coronations/Parent Nights/Performance activities
These activities should take place in between games as much as possible. If done at halftime of a game, the half time shall not be extended more than 20 minutes for Football and no more than 15 minutes for Soccer and Basketball games.

Cost of hosting League Events
1. Expenses for League Meets will be shared by all League Schools. Expenses shall include medals, referees and hospitality. Other expenses can be included with a 2/3 vote of athletic directors.
2. Hospitality shall not exceed $500 for each league meet in Volleyball, Wrestling and Track.
All League Selections (no medals awarded)

1. There shall be all-League selections in Football, Soccer, Volleyball, Boys Basketball, Girls Basketball, Baseball and Softball
2. All-League teams will be picked in each sport by a pre-approved method, then distributed to all schools for release to the press.
3. When making selections, face-to-face meetings will be preferred. However, electronic voting can be used, provided all schools are responding. These teams must be selected within one week of the close of the season.
4. The Coach for the League Champion school within the sport shall be responsible for ensuring that this is done

Individual Awards

Each sport may select a POY (Player of the Year) and/or a COY (Coach of the Year)
The player should be one of the 1st team selections.

Football
11 offensive players – 1 place kicker
11 defensive players – 1 punter
1 Special Teams player
Honorable mention - anyone receiving a vote – no medals awarded
** Coach can not vote for his/her own player

Volleyball
6 - 1st Team Selections
6 - 2nd Team Selections
Honorable mention – anyone receiving a vote – no medals awarded.
Should be based on entire season, not just on tournament play.
** Coach can not vote for his/her own player

Basketball – Boys /Girls
5 – 1st Team Selections
5 – 2nd Team Selections
Honorable mention – anyone receiving a vote – no medals awarded.
** Coach can not vote for his/her own player

Wrestling – for each weight class
1st thru 3rd place – Bronze Medals

Bowling Boys/Girls (added 3/11/13)
1st thru 3rd place – Bronze Medals

Track - for each event
1st thru 3rd place – Bronze Medals

Baseball/Softball – 2 all league teams used only if all league schools are participating in the activity
9 – 1st Team + 1 Utility
9 – 2nd Team + 1 Utility
Honorable mention – anyone receiving a vote – no medals awarded.
** Coach can not vote for his/her own player

Golf Boys/Girls
1st thru 5th place – Bronze Medals
Kansas City, Kansas USD 500
Middle School Athletics
Policies and Information
March 2002
**Revised April 2015 (effective July 1st, 2015)**

Listed below is the information regarding the Middle School Athletic programs for USD 500. These are submitted to the Superintendent for his/her approval.

All Middle school athletic teams, activities, contests and events will follow the Kansas State High School Activities Association (KSHSAA) rules and regulations. In addition to the state rules, all middle schools will follow the district guidelines for athletic eligibility and the guidelines described in this document.

It is the belief of the athletic directors that middle school athletics should reflect the philosophy that participation is the most important part of middle school athletics. While competition is important, all schools should strive to include all students who desire to participate and ensure that being a part of the team means that they participate in the competitions.

**Fees for Officials**
A designated individual(s) will assign all middle school sports. This individual(s) will be contacted by Shelly Beech, Middle School Athletic Coordinator, and will be paid with district funds through the office of Dr. Kelli Mather. **All officials will be required to be registered with the KSHSAA.**

**Officials Fees**
- **Football** $50.00 per game for each official
- **Volleyball** $55.00 per day (This includes 2 matches per day @ $27.50 each.)
- **Wrestling** $50.00 for dual match, $65.00 for double dual
- **Basketball** $60.00 per official for two (2) games
- **Soccer** $70.00 per official for two (2) games

**Admission price for games**
The cost of admission for all games will be $2.00 for students with a valid ID and $3.00 for adults. All elementary school-aged children and younger will be admitted to games free of charge when accompanied by a parent. Any district employee with a valid district ID will be admitted free of charge along with one guest. Any person with a district Senior Citizen Pass will be admitted free of charge along with one guest. **There is no admission charge for track meets.**

League passes are only applicable for High School games and will not be recognized for admission to middle school games.
Volleyball

- Players may not play in both the 7th and 8th grade games in the same week. Teams will be designated as 7th and 8th grade; however a 7th grader may move up to the 8th grade team to play. 8th graders cannot move down to the 7th grade team to play.
- The home school will be responsible for assigning one “extra duty” official to officiate in the down position during the volleyball matches. They are also responsible for assigning two line judges. Each school will be assigned one registered official per home match. The official will be paid $27.50 per match ($55.00 per day).
- Rally scoring will be played in all games in each match. This is a KSHSAA rule. The KSHSAA rules read “All matches at the middle school level (7th, 8th, 9th) and will play rally scoring matches, consisting of the best 2-out-of-3 games to 25 points, third game to 15 (no caps). Matches may be further modified by schools/leagues (i.e. shorter game score, time limits, etc.). Note: The rally scoring format will include the let serve (when/if served ball hits the net and goes over, it is playable). The libero player (defensive specialist) will not be used. All game victories must be by two points; therefore, no caps=first team to 25 (15) points winning by two or until there is a two-point margin.”
- Schools will have A and B teams playing the same day and only two teams will be assigned per site.

Basketball

- Players will be allowed to play six (6) quarters each day. This is a KSHSAA rule.
- Seventh graders will be allowed to play on the 8th grade team. 8th graders will not be allowed to play on the seventh grade team.
- Boys and girls will use the smaller basketball (28.5) in all games.
- All games will start promptly at 3:30 with B games always preceding A games.
- Quarters for both 7th and 8th grade games are 6 minutes
- The 7th grade game will have a running clock until the last two minutes of the game. The clock will stop during the last two minutes of the game.
- If a team is ahead by 20 or more points at half time, that team must only defend from behind the half-court line.
- If a team is ahead by 30 points at half time, a running clock will be used.
- Overtime rule: The B game will not use overtime. The A game will have ONE 3-minute period of overtime (not a running clock) if the teams are tied at the end of regulation play. If the teams are still tied at the end of the overtime period, the game is complete.

Cross-Country

- All meets will be held at two sites on Mondays. Each site will have 4 or 5 teams assigned to that site.
- Boys’ and Girls’ will run together at all meets.
- Meet Distance is 1.0 mile
- The last meet of the season will include all middle school teams competing at the same time at one designated location

**Football**

- It has been requested that middle school be allowed to use the high school fields for Saturday games. This provides a home field for each school.
- Football practice may begin on the date designated by the KSHSAA. This is the same date when the high school teams begin practicing.
- Each school must have 14 days of practice before its first game, and each student must have participated in at least nine practices before playing in a game.
- If a team has a lead of 30 points or more at half time there will be a running clock during the 3rd and 4th quarters.
- No parent or volunteers are allowed on the field. This is a KSHSAA rule. The only people on the field should be the contracted football coaches. Other individuals may be allowed on the field with permission of an administrator.
- Cheerleaders – All cheerleaders are admitted to football games at no charge as long as they are in uniform and with sponsor.
- Pep Club/Drill Team – Drill Team and/or Pep Club students will be admitted into all football games at no charge if they are in uniform and with a sponsor/coach.
- The Athletic Director will inform home school about the group attendance.

**Wrestling**

- All wrestling meets are held on Saturdays.
- Weigh-ins will occur on Saturday morning at the meet site by an administrator or administrator designee.
- All weigh-in sheets will be submitted to the host school.
- **KSHSAA rules handbook states that middle school wrestlers can weigh up to 265 pounds.**
- **KSHSAA rules handbook states that wrestling periods will be a maximum of 1 minute first period and 1 ½ minutes for the second and third periods.**
- There is no two pound growth allowance for middle school wrestling. All wrestlers must weigh the exact weight or less for the designated weight class for which they will wrestle on the day of the match.
- Wrestlers cannot leave the weigh-in area to dehydrate.

**Soccer**

- Two teams are allowed per school, one girls’ team and one boys’ team.
- The games will consist of two 20 minute halves with a 10 minute halftime.
• The season will consist of six games over a period of six weeks and will coincide with track season in the spring.
• The only reason male/female players would be allowed to switch must be approved by both coaches and administrations.

Track

• Individuals are allowed to participate in four (4) events per meet during regular season competition.
• All middle schools will use the same form with the same order of track events for each regular season meet. Coaches will assign their athletes in the events and that form will be turned in to the home team.
• All head track coaches should be enforcing the KSHSAA rules for no jewelry and matching uniforms. Failure to do so could result in disqualification of an athlete.
• Field Events – 3 throws/3 jumps per competitor in regular season meets and Track Relays
  • Shot put Weights – 6 lbs. (girls) and 8.81 lbs. (boys)
  • High Jump Starting Heights – 3’4” (girls) and 4’4” (boys)
• 6th graders may compete in race events against 7th and 8th grade students.

Debate

• Each school can participate in the district Debate program.
• Students participating in Debate are required to meet the eligibility requirements outlined by the KSHSAA and the district eligibility requirements.
• Eligibility will be submitted each week for all students on the debate team. Eligibility will continue for the entire season. A student can be removed from the eligibility list if they have been dropped from the team.
• The schedule for debate is developed by Debate KC.

Weekly Eligibility

See the attached page for Middle School eligibility requirements.

These eligibility requirements were written and approved by the Board of Education, August 2012

It was also discussed how to monitor the completion of eligibility. The middle school athletic directors or their designee agreed to complete the eligibility requirements every week. It will be the responsibility of the principal of each school to monitor the completion of eligibility in his/her building.
All middle school athletic directors are required to email a copy of the weekly eligibility to Shelly Beech, Middle School Athletics Coordinator, every Monday by noon.

Weekly eligibility will begin the week prior to the first athletic event for each sport. Weekly eligibility goes from Monday through Saturday each week. Athletic directors complete weekly eligibility each Friday and those students who are ineligible are not allowed to play from Monday through Saturday of the following week. During the first week of competition, all students on the team roster will be able to play in the athletic event even if they have an “F”. Note: The school’s first scheduled game or meet is the school’s first week of competition. The first week of the season/competition is the week that eligibility does not count in terms of athletes not being able to participate. This is done to encourage students to work towards being eligible each week. After the first week, this no longer applies. Students who have an “F” in a class will not be able to participate in an athletic event until the grade is passing. Students are encouraged to attend tutoring sessions to improve their grade; however, attending the tutoring sessions will not automatically make a student eligible to compete.

Coaching Behavior

There has been much discussion regarding sportsmanship and coaching behavior. Many ADs expressed their concerns about specific situations that have occurred. It was decided that we would develop a sportsmanship policy to be enforced for all athletic events at the middle school level. Although these are basic sportsmanship requirements, we felt it was important to put in writing and be used by all middle school administrators.

Good Sportsmanship Policy

- No celebrations after a game that may be considered taunting the other team. An administrator may stop other taunting that may be considered unsportsmanlike at any time during the event.
- Shaking hands with opposing coaches and team members is required at the end competition.
- Coaches are expected to demonstrate positive leadership throughout entire game toward players and officials regardless of score
- Coaches are expected to give players positive encouragement throughout the entire game

Attendance at Middle School Game

- No middle school student will be allowed to attend away games unless
accompanied by a parent. The only exceptions to this will be football games, soccer games, and track meets.

- Each individual school will decide attendance by high school students.
  - If a school allows high school students to attend middle school athletic events, the high school student must show ID

**Other issues**

- There will continue to be no practice on Wednesdays for middle school athletics.
- The athletic directors support the utilization of classified staff for extra duty and Rule 10 coaches.
- A middle school administrator or designee must be present at all away athletic events

**Rescheduling Games**

In the event that a scheduled athletic event has to be cancelled, the athletic directors of the school in which the event was cancelled will make a good faith effort to reschedule the event.
Summer Sports Camp Guidelines

The following are guidelines established by the District to help schools organize summer sports camps. These guidelines must be followed in order that any USD 500 personnel (coaches, administrator, etc.) or district facilitator can be involved in summer sports program.

1) The specific dates and times for starting and ending the camp must be on file with Dr. Mather at the Central Office and with the Principal of the host school where the facilities are being used by May 5, 2015.

2) The fee structure must be submitted, along with the deadline material.

3) A request to use district facilities must be make in writing to Raquel Ayala in the CFO’s office by May 1, 2015. This is so that the request can be approved by the school Board at a regular School Board meeting and that a permit is issued for the camp.

4) If facilities outside the school district are to be used to host a summer camp, an information sheet must be on file at the host school, which specifies items 1, 2, and 3 noted above. The camp(s) must be conducted in accordance with the KSHSAA Guidelines for Summer Camps. (Rule 20-1-1e, Awards and Amendments).

5) Coaches will be held responsible for procuring and updating all insurance matters each year. A total package should be reported to Dr. Mather by May 1, 2015 indicating the name of the insurance company, the cost of the policy and how much is being charged each participant.

6) The final roster update of all participants involved in each camp, along with an injury report must be on file in the Central Office two weeks after the conclusion of the camp.

7) Students who are in attendance at a private school or a feeder junior high/middle school will not be allowed to participate in these camps. However, a student who is promoted from his/her junior high/middle school will be allowed to participate in a camp at the school in which they will be enrolled for the upcoming fall semester.

8) Any student indicating that he/she is financially unable to pay the minimum fee will not be allowed to participate in the summer camp. However, the inability of any student to participate in the summer camp will not eliminate that student from participation on a team during the regular sports session.

9) Any coach who fails to adhere to Board of Education policy, Kansas State High School Activities Association Guidelines, or to meet all stipulations for the insurance company package agreements will not be allowed to operate a camp.

10) USD 500 Board of Education will not charge a fee for the use of the facilities for summer camps.
11) Coaches running the camp must provide proof of liability insurance for themselves and, if their coverage includes participant's liability coverage, this documentation will need to be turned into the CFO's office in lieu of the insurance package covering participants.