

Snake River Athletic Handbook



FALL SPORTS



WINTER SPORTS



SPRING SPORTS

The Snake River Athletic Handbook, athletics schedules, physical, concussion, consent forms can be found on the School District Website: www.snakeriver.org



August 3, 2026

ATHLETIC HANDBOOK

TABLE OF CONTENTS

School District Policy 8202	1	
Purpose of Athletics	2	
Code of Conduct and Embarrassment Clause	2	
Sports Offered	2	
10 Day Practice Rule (IHSAA)	4	IHSAA Rule 8-12-2
Academic Eligibility	7	School Policy #3380 IHSAA Rule 8-1, Form 10
Accident Plan and Report	19	Form 29
Air Quality	21	
Alcohol/Tobacco/Illegal Drugs	8	
Bus Regulations	7	School Policy #8105, Forms 11 - 16
Check-List form		Forms 33 + 34
Coaching Certification	11	IHSAA Rule 3-1-2 + 3-2, Form 18
Concessions	12	
Concussion Authorization to Return to Play	3	School Policy #8214, Form 7
Emergency Action Plan	19	Form 29
Equipment + Uniforms	12	Form 19
Facility Set-Up	13	
Fee's	8	
Fundraisers	13	#8230 + 8230, Forms 20 - 24
Game Start Time	17	
Half Time Activities	14	
Hall of Champions	14	
Head Coach's Evaluations	14	Form 25 + 26
Health Insurance	6	
Hotel Rooms for State Tournaments	15	
IHSAA Coaching Cards	10	IHSAA General Information P - 19
Maintenance Request	15	Form 32
MaxPreps + News Reporters	16	
Medical Emergency Permission Card	6	
No Contact Period	8	IHSAA Rule 17-2-4
Overnight Trips	16	
Parent Meeting	5	Form 9
Patron Concern Policy	22	
Physical, Consent and Concussion	3	IHSAA Rule 13-1, Forms 1 - 6
Practice Start Time	4	
Pre & Post Season Regulations	8	IHSAA Rule 17
Purchase Order Procedure	16	Form 27 - 28
Rosters	17	
Rule of Two	21	IHSAA Rule 17-2-2
Scheduling Use of Building and Grounds	4	School Policy #4210, Forms 35 - 46
Scheduling Guidelines	10	School Policy #8292
School Closure Practice and Games	4	
School Program or Non-School Club	21	
Sportsmanship Philosophy + Evaluation		Form 30 - 32
Substitute Teachers for Coaches	17	
Summer Camps and Activities	9	IHSAA Rule 17-1-3, Form 17
Supervision and Securing the Building	5	
Team Meals	17	
Team Pictures	18	
Team Rules	6	

Tournament Fee's	18	
Training Room	19	
Try-Outs	20	
Try-Outs, Virtual	21	
Undue Influence	18	IHSAA Rule 8-18
Varsity Lettering Criteria	18	
Volunteer Coaches	12	

Category: 800 Students	Policy Number: 8202
Policy Title: IDAHO HIGH SCHOOL ACTIVITIES ASSOCIATION AND SNAKE RIVER ATHLETIC HANDBOOK	Effective Date: October 15, 2014
The district shall maintain membership in and shall adhere to the rules and regulations of the Idaho High School Activities Association and adhere to the guidelines and policies found in the Snake River Athletic Handbook.	
Page 1	
Snake River School District 52, 103 South 900 West, Blackfoot, Idaho 83221	

Snake River School District #52

Athletic Rules, Guidelines, and Expectations

Purpose of Athletics

Interscholastic athletics are extracurricular activities designed to support the educational mission of the school—**students first, athletics second**. Our goal is to assist parents in raising young men and women into educated, honest, responsible, and productive adults of strong character. At the same time, we aim to win as many athletic contests as possible.

Code of Conduct and Embarrassment Clause

Participation in interscholastic athletics is a **privilege**, not a constitutionally protected right. This privilege may be revoked due to **misconduct on or off campus**, including the posting of **inappropriate content on social media platforms**.

All student-athletes are expected to follow the behavioral and academic standards established by the School Board, administration, and coaching staff. Athletic programs are optional, and students who choose to participate must commit to these standards.

Athletes must **avoid any behavior that could embarrass themselves, their family, their school, or their community**. Because of their visibility, student-athletes serve as **ambassadors** of the Snake River School District. Communities often judge our schools by the conduct of their athletes. This is a serious responsibility, and athletes must represent their school with respect and integrity at all times.

Sports Offered

Students are encouraged to participate in all school-sponsored activities. Participation in any sport or activity must be **under the supervision of a coach or faculty sponsor**. No student or group may represent the school without prior approval.

Snake River High School competes in the following Idaho High School Activities Association (IHSAA) sports:

- **Fall:** Football, Volleyball, Boys' and Girls' Cross Country, Boys' and Girls' Soccer
- **Winter:** Boys' and Girls' Basketball, Boys' and Girls' Wrestling, Cheerleading, Dance
- **Spring:** Track and Field, Baseball, Softball, Boys' and Girls' Golf

Physicals, Consent, and Concussion

The Snake River School District requires every student participating in extracurricular athletics to have the following documents completed and signed by both the student and their parent or guardian **each year before trying out or practicing for any sport**:

- **Athletic Physical** (dated on or after May 1)
- **Concussion Acknowledgment Form**
- **Consent Form**

Important: Physicals dated prior to May 1 will not be accepted for the upcoming school year.

On the first day of practice, coaches must collect a completed and signed **Athletic Physical, Concussion Acknowledgment, and Consent Form** from every athlete. **No student may try out, practice, or participate in any athletic activity until all required forms have been submitted.**

Every student has the right to try out once their paperwork is completed and submitted. After all forms have been collected, the head coach must submit them to the Athletic Director, along with a checklist including each athlete's name and grade. These documents will be kept on file in the athletic office.

If a student already has a valid physical (dated on or after May 1) from another provider or form outside of the district, it is acceptable. However, they must still submit the Snake River **Concussion Acknowledgment** and **Consent Form**. All three documents must be stapled together and signed by both the student and their parent or guardian.

It is the **responsibility of the head coach** to ensure that every athlete has a complete set of required forms on file **before** the student tries out, practices, or participates in a contest.

Winter and Spring Sports

Before winter and spring seasons begin, the Athletic Director will provide coaches with a list of athletes who have all necessary forms on file in the athletic office.

Concussion – Authorization to Return to Play

Any player removed from a practice or game due to a **concussion or suspected concussion** may **not** return to participation until they have submitted a **Concussion Release Form** signed by a medical provider. This form must be turned in to both the head coach and the Athletic Director.

10-Day Practice Rule

Per **IHSAA Rule 8-12-2**, a student must complete **10 days of practice** before participating in their first athletic contest. The following rules apply:

- Athletes must complete **10 practices** before competing.
 - Football and wrestling: must complete 10 practices **in that sport**.
 - Golf is **exempt** from this rule.
 - The **first contest day does not count** as a practice.
 - Previous sport participation may count (must be within 3 weeks prior to new sport).
 - **P.E. classes don't count** as practices.
 - Only **6 practices per week** may count toward the 10.
-

Practice Start Time

Coaches may **not pull student-athletes out of class** for team meals or practice **except in special circumstances**, which must be approved in advance by the building administration.

School Closures – Practices and Games

When school is closed, **all district-sponsored activities are automatically canceled for that day**. This applies to all school groups and any scheduled use of district facilities.

Exception: Activities sanctioned by the Idaho High School Activities Association (IHSAA) may proceed **only if approved** by the high school principal and superintendent. These decisions will be made **on a case-by-case basis**.

Parent Discretion: Ultimately, parents have the right to decide whether or not their child participates in any event or practice during a school closure. **There will be no adverse consequences** if a student is unable to attend a practice or activity held on a closure day.

Optional Practices on Closure Days

If school is canceled and conditions are safe, coaches **may choose to hold optional practices**. If a student can **safely travel to and from** the practice, they are welcome to attend. If not, they will be **excused without penalty**.

Scheduling Use of Buildings and Grounds

All use of school facilities—including for **practices, camps, games, or events**—must be scheduled **in advance**.

Facility Availability

- **Reserved Athletic Facility Hours on School Days:**
 - **6:00 AM – 8:00 AM**
 - **4:00 PM – 7:00 PM**

Outside these times, all facilities—including **Gyms #1 and #2**, fields, and courts—**must be scheduled** through the appropriate channels. **School programs receive priority** over non-school groups.

Note: No school buildings or fields may be used on Sundays.

Summer Use and Special Restrictions

- Coaches must schedule all **summer events and activities** through the building administrator or athletic director.
- **Hard balls** (e.g., baseballs, softballs, golf balls) may **not** be used in the main gyms for any purpose—including throwing or hitting.
 - Only **soft foam balls** are permitted in the auxiliary gym.
 - **Baseball, softball, and golf teams** may only practice in the **auxiliary gym** when indoors.

Supervision and Facility Security

- Students may only use school facilities (including the weight room or fields) **under supervision** by a **coach, teacher, or approved adult**.
- After every use:
 - **Clean up all equipment and spaces.**
 - **Put all equipment away.**
 - **Turn off all lights.**
 - **Secure all doors before leaving.**

Our athletic facilities are shared by multiple groups and must be respected and maintained accordingly.

Use by Non-School Groups

Any **non-school athletic groups or clubs** wishing to use district facilities must:

1. **Schedule use** with the athletic director or school secretary.
2. **Sign a facility usage agreement.**
3. **Pay a cleaning and usage fee**, if required.

Unauthorized use of school buildings or grounds is prohibited. Any individual or group found using a facility without permission will be asked to leave immediately.

Health Insurance

It is the **responsibility of each head coach** to ensure that every student and their parent/guardian is aware of the option to obtain health insurance for the student-athlete. While health insurance is **not required**, it is **highly recommended**.

Health insurance information and resources can be found on the **Snake River School District website**.

Medical Emergency Permission Card

Coaches may optionally distribute a **Medical Emergency Permission Card** to be filled out and signed by a parent/guardian. This card authorizes the coach to take the injured athlete to receive medical treatment during home or away games/practices **if a parent/guardian cannot be contacted** at the time of the injury.

Parent Meeting

After tryouts, **every coach is required to hold a parent meeting** at the beginning of the season or, alternatively, **send home a season handbook** outlining all team rules and expectations.

- Refer to the **“Parent Meeting Checklist” Form**.
 - A copy of the **season handbook** with all team rules must be submitted to the **Athletic Director each year**.
-

Team Rules

Coaches in the Snake River School District will establish **team and training rules**, provided they **do not conflict with district policy**.

Areas team rules should address include:

- Missed practices, games, or team meetings
- Participation on non-school (club) teams
- Expectations for injured players
- Consequences for violating team rules

Coaches are encouraged to be **very specific**. These rules are a key part of developing not just athletic performance, but also **character**—including responsibility, honesty, discipline, commitment, and teamwork which is the number one priority of high school sports.

Academic Eligibility

To participate in extracurricular athletics, students must meet all requirements outlined in:

- **IHSAA Rule 8** (Pass 5 class from the previous trimester)
- **Snake River School District Academic Eligibility Policy #8201** (2.0 GPA)

Failure to meet these academic standards will result in ineligibility to participate.

Bus Regulations

All student-athletes riding the bus for school activities are expected to follow **District Transportation policies** and obey all rules set by the bus driver. Inappropriate behavior may result in **loss of bus privileges** for school activities.

Transportation Requirements

All athletes and activity participants are required to **ride the school-provided transportation to and from events**, unless an exception is granted as outlined below:

1. **Post-Activity Release to Parents:**
 - A parent/guardian must speak **face-to-face** with the advisor or coach **at the event** and sign **Form 8294F2** to check out their student.
2. **Pre-Approved Alternate Travel (To Event):**
 - If a parent/guardian wants to transport their student **to the activity because of extenuating circumstance**, they must submit Form 8105F1 prior to the event and get the building **principal approval**.
 - **Note:** A parent not attending the event **does not qualify** as an extenuating circumstance.

Bus Requests

All head coaches are responsible for making their own transportation arrangements.

Options:

1. **Yellow Bus:** Fill out a blank bus request form and turn it into the district office.
2. **Panther Van:** Coordinate directly with **Kyle Butters** and **Dash Clark** to reserve and use the Panther Van. Only paid coaches are allowed to drive the van for insurance reasons.

Please choose the option that works best for your program.

 Please prioritize keeping students in school during instructional time as much as possible when scheduling transportation for athletic events.

Alcohol, Tobacco, and Illegal Drugs

The **use, sale, distribution, possession of, or being under the influence of** the following substances is strictly prohibited:

- Alcoholic beverages
- Tobacco or nicotine products (including e-cigarettes/vapes)
- Illegal drugs or controlled substances

Violations will be addressed in accordance with **School Board Policy**, which is available on the **district website** and in the **student agenda**.

Athletic Fees

Fee Type	Cost
Activity Card	\$40.00
Sport Fee (Per Sport)	\$50.00
Travel Fee – 1 st Activity	\$40.00
Travel Fee – 2 nd Activity	\$30.00
Travel Fee – 3 rd Activity	\$20.00

All fees must be paid prior to the student's participation in athletic competitions.

Pre- and Post-Season Regulations

All coaches and student-athletes must follow **IHSAA Rule 17** regarding pre-season and post-season contact and competition. Refer to the **IHSAA Rules and Regulations Manual** for detailed guidance.

No Contact Period (IHSAA Rule 17-2-4)

The purpose of IHSAA "No Contact Periods" is to protect family time and maintain a level playing field for all programs.

Coaches may NOT coach or direct school athletes during the following times:

1. The **7 consecutive days before the official Fall practice start date** listed on the IHSAA calendar.
2. The **3-day No Contact Period during winter break**.

Prohibited activities during these times include:

- Practices (including captain-led or parent-organized)
- Camps, retreats, scrimmages
- Weight room sessions or conditioning workouts

Summer Activities & Camps (IHSAA Rule 17-1-3)

- **Coaching restrictions are lifted** from the day after the final spring state tournament **through July 31st**.
- Coaches **may coach their own players** anytime and anywhere during this window.
- Teams may **scrimmage other teams** without violating out-of-season restrictions.

Summer Guidelines:

- All programs must be **voluntary**.
- All activities must **end by July 31**.
- **No school or booster club funds** may be used for:
 - Entry fees
 - Equipment
 - Uniforms
 - Transportation
- All **costs are the responsibility of the student and/or parent**.

Facility Use During Summer

All summer use of **school buildings or athletic facilities** must be scheduled through the **Athletic Director** in advance.

Users are responsible for **cleaning all areas used**, including:

- Bathrooms
- Gyms and commons areas
- Hallways
- Inside and outside trash cans

Summer Camp Liability Forms

All **Snake River School District Camps (Grades K–12)** must collect a **signed Summer Consent Form** from **each participant and their parent/guardian**. This is required for liability and insurance purposes.

Scheduling Guidelines

- All athletic schedules are created by the **Athletic Director**.
- If a head coach would like a change in next year's schedule, they must **inform the Athletic Director** in advance. Requests will be accommodated when possible.
- Due to the nature of their sports, **Cross Country, Track, Golf, and Wrestling head coaches** are responsible for creating **their own schedules**.

All schedules must comply with Snake River School District Policy #8292 and **IHSAA regulations**.

Overnight trips or events **outside the 4th, 5th, or 6th districts** must be **approved by the School Board** at the **September board meeting**.

IHSAA Coaching Cards

- **All paid coaches** who meet requirements will receive an **IHSAA coaching card**. These are paid for using the **Snake River High School 750 athletic account**.
- **Head coaches may purchase an IHSAA Coaching Card for volunteer coaches that qualify.**

Volunteer Coach Requirements:

To qualify for a coaching card, **volunteer coaches must:**

1. Meet all **coaching certification** requirements.
2. Attend a **majority of practices**.
3. Attend a **majority of games**.

Support staff who do not coach athletes daily do not qualify for a coaching card. This includes:

- Statisticians
- Ball handlers
- Line judges
- Boosters
- Chain crews
- Announcers
- Scorekeepers
- Videographers (film crew)

Card Distribution and Use

- **All coaches** receiving a coaching card must:
 - **Complete all certification requirements.**
 - **Sign for the card in person** at the beginning of the school year.

IHSAA Coaching Card Rules

Per the IHSAA Manual (General Information, p. 19):

- Cards are valid for **superintendents, trustees, principals, athletic directors, and coaches** of IHSAA-sanctioned 9–12 activities.
- Cards are **non-transferable** and admit the cardholder and **one guest** to any IHSAA or member school activity.
- If a guest presents the card without the named individual, only the **guest is admitted**.

Misuse of coaching cards can result in:

- **Confiscation** of the card.
- **\$100 reinstatement fee.**
- **Revocation** of the school's ability to purchase cards for one calendar year.

Lifetime Pass Policy

- Individuals **still serving** in a role eligible for an IHSAA activity card **will not be issued a lifetime pass**.
- School trustees **with lifetime passes** may **not also receive** an annual IHSAA pass.

Coaching Certification Requirements

Per IHSAA Rules **3-1-2**, **3-2**, and **Form F31**:

- **All coaches must complete fingerprinting and a background check** (required only once).
- All coaches must be certified and follow all **IHSAA regulations**.
- **No uncertified patrons** are permitted to coach or work with students due to liability and safety concerns.

Head Coaches are responsible for ensuring **every assistant or volunteer** working with student-athletes meets all coaching certification and clearance requirements **before the first day of practice or participation**.

Volunteer Coaches

- All individuals working directly with students must be listed as:
 - **Head Coach**
 - **Assistant Coach**
 - **Volunteer Coach**

Requirements for Volunteer Coaches:

- Must complete a **background check** as required by **Idaho law**.
- Must adhere to **IHSAA rules** and **Snake River School District policies**.
- Must operate **under the direction of the Head Coach**.
- Must attend half of the practices and a majority of the games or contest to be considered a volunteer coach.

There is **no limit** on the number of volunteer coaches a program may have, but the **Head Coach is responsible** for their conduct and compliance.

Concessions

The **High School Principal** is responsible for **all concession operations**. Coaches and sponsors must coordinate with the principal when planning events involving concession sales.

Equipment and Uniforms

Equipment

- Basic equipment is provided by the school at the beginning of each season.
- Additional or specialized gear must be funded through team **750 accounts** via **fundraising**.

Uniforms

- Students may be required to **purchase their own uniforms** and keep them.
- Alternatively, teams may **fundraise for uniforms**, which then become **property of the school**.
- All uniform expenses must go through the **750 activity account**.

Responsibilities

- Coaches must ensure:
 - Equipment is **picked up and stored** properly after each practice or game.
 - All equipment is in **working order** and stored in the **Panther Kennel** or designated space.
 - **Students may not participate in the next sport** or check out of school until:
 - **All uniforms and equipment from previous seasons are returned.**
 - **Head Coaches** must:
 - Collect all items at season's end.
 - Submit a list of any **missing equipment or uniforms** to the Athletic Director.
-

Fundraising

All fundraising must follow **District Policies #8230 and #8240**, using forms **8230f and 8240f**.

Fundraising Guidelines

- All fundraisers must be **approved by the High School Principal**.
 - All money raised must be **turned into the school** and deposited into the team's **750 activity account**.
 - 750 account funds may be used for:
 - Equipment
 - Travel
 - Uniforms
 - Program supplies
-

Facility Set-Up for Contests

The **Head Coach** is responsible for preparing the venue for all **home events**, including:

- Field painting
- Setting up mats, nets, bleachers, and scorer's tables

Each coach must also **recruit and assign**:

- Statisticians
- Scorebook keepers
- Ball handlers
- Line judges

- Officials
- Ticket takers
- Score clock operators
- Announcers
- Chain crew
- Game rosters

Half-Time Activities

All halftime activities must be **scheduled and approved** by the **Athletic Director**.

Guidelines:

School groups (cheer, band, dance, etc.) have **priority**.

- **Non-school groups** may perform **with prior approval** and:
 - Performers enter **free of charge**.
 - **Parents and spectators must pay** regular admission.
-

Hall of Champions

Each program is responsible for **maintaining and updating their display** in the **Hall of Champions**. This is a great opportunity for **parents who want to be involved** with the program.

- The **Athletic Director holds the keys** to the display cases.
 - Displays should reflect **current accomplishments** and be kept in **good condition** throughout the year.
-

Head Coach Evaluation Process

At the conclusion of every sports season, the **Superintendent, Principal, and Athletic Director** will meet to conduct formal coaching evaluations.

- All head coaches will meet individually with the Athletic Director to review their evaluation.
- Coaches must bring the following to the evaluation meeting:
 - **Inventory list**
 - **Sportsmanship Evaluation Form**

At this time, **off-campus coaches' paychecks** will also be distributed to head coaches.

Assistant Coach Evaluations:

- Head coaches are encouraged to complete **written or verbal evaluations** of **all assistant and volunteer coaches** at the end of the season.

Hotel Rooms for State Tournaments

- **State hotel reservations** are handled by the **Athletic Director**.
- Coaches with **special requests** must notify the Athletic Director **before state hotel bids go out in July**.

Who Travels to State:

- Only the **number of athletes allowed to dress** for the event will be taken.
- **Statisticians and film crew** who have been **with the team all season** may travel.
- The school will cover hotel rooms for **all paid and volunteer coaches in good standing**.

Regular Season Hotels:

- Head coaches are responsible for making **regular season hotel reservations**.
 - These must be paid through the team's **750 account**.
 - Coaches must:
 - Fill out a **Purchase Order (PO)**
 - Coordinate with the **Finance Secretary** for payment.
-

Maintenance Requests

For any facility-related maintenance:

1. **Fill out a Work Order Request.**
2. Submit it to the **Building Principal**.

Do not make any facility changes on your own.

All proposed changes must be approved by:

- Building Principal
- Maintenance Department
- Assistant Principal
- Athletic Director

Many facilities are **shared between programs**, so all changes must be approved to avoid disruptions or conflicts.

MaxPreps & Media Reporting

Head coaches are responsible for:

- **Updating scores** on **MaxPreps**
- Uploading **team rosters** and **photos**
- Calling scores into **local TV and newspapers**

Timely and accurate updates promote your program and help keep the community informed.

Overnight Trip Procedures

For all overnight trips:

- Head coach must submit a **complete itinerary** to the **Building Principal** before departure.
- Itinerary must include a **contact phone number**.

All overnight trips must be **approved by the School Board at the September board meeting**.

Purchase Order Procedure

Refer to the "**Purchase Order Procedure**" section in this handbook.

- Use the **blank PO form** provided in the **Forms section**.
- Contact the **Finance Secretary** for guidance as needed.

- **Rosters and programs** are printed by the **Athletic Director** and handed out **only at events where admission is charged**.
 - Head coaches must submit a **complete roster** (including **player names and numbers**) to the Athletic Director **at least one week before the first scheduled contest**.
-

Game Start Times

The primary goal is to **keep students in class as much as possible** on school days.

- **Home events will not begin before 4:30 PM**, except in the following situations:
 - **Outdoor sports** affected by daylight (e.g., soccer, baseball, softball) may start at **4:00 PM**.
 - **Golf** start times are dictated by **golf course availability**.
-

Substitute Teachers for Coaches

When a road event requires a substitute:

1. Fill out a **Substitute Request Form**.
 2. Get it approved by the **Building Principal**.
 3. Post your absence in **Sub Finder**.
-

Team Meals

- Team meals must be held **during lunch or after school**.
- No students or teachers may be **excused from class for a team meal**—whether home or away.
- Exception: **Travel to state tournaments**.

Meal Location Options:

- **Lunchroom** – must be scheduled through the financial secretary.
 - **Home Economics Room** – must be coordinated with the **home economics teacher**.
-

- **Bell Photography** takes team pictures for **district and state programs**.
- Teams should wear **uniforms and gear** and **present themselves appropriately**.
 - Avoid anything that **draws attention to individual players**, such as unique clothing or poses.

We aim to display team photos in front of the gym, so professional, uniform appearances are expected.

- Teams may also schedule **separate photo sessions** for **personal or parent use** with any photographer of their choosing.

Tournament Fees

- Head coaches are responsible for submitting **Purchase Orders** for any **tournament entry fees**.
- All tournament and official fees will be paid from the **750 athletics account**.

Undue Influence

Refer to **IHSAA Rule 8-18** for full details on rules related to **undue influence and recruiting**.

Varsity Lettering Criteria

- Head coaches must set **varsity lettering criteria** at the **beginning of the school year**.
- Criteria must be:
 - Put **in writing**.
 - **Clearly communicated** to all students and parents at the **season's parent meeting**.
- Head coaches are responsible for distributing the following to qualifying athletes:
 - **Varsity letter certificates**
 - **Chenille patches**
 - **Pins and bars**

Emergency Action Plan (EAP) for Athletics

Snake River High School coaches and the Bingham Memorial Hospital athletic trainer will provide appropriate sports medicine services for the prevention, evaluation, and treatment of athletic injuries.

If an athlete sustains a serious or life-threatening injury or illness, coaches and the athletic trainer will immediately activate the Emergency Action Plan by calling 911. Emergency medical services (EMS) will provide transportation to the nearest appropriate medical facility as needed. Parents or guardians will be notified as soon as possible following the activation of EMS.

All Snake River High School **head, assistant, and volunteer coaches** are trained in:

- **Basic First Aid**
- **CPR**
- **Concussion protocols**

Required under **IHSAA Rule 3-2**

First Aid Protocol:

- Coaches will administer **basic First Aid** to student-athletes when necessary.
- If the injury **exceeds basic care**, coaches must immediately contact:
 - The **student's parents**, and/or guardian
 - Athletic Trainer
 - **EMTs**, depending on the situation.

Recognized Medical Providers:

- Snake River High School only recognizes **athletic trainers and personnel from Bingham Memorial Hospital** for assistance in the **care and treatment** of student-athletes.
- **No outside trainers, doctors, or medical personnel** are permitted to work with students unless **approved** by the school.

Parents retain the right to choose care providers beyond school-approved personnel, but **unauthorized individuals may not interact with students under the school's supervision.**

Accident Reports

If a student is injured during **practice or a contest**, the coach must:

1. Fill out an **Accident Report Form**.
2. Turn it in to the **Building Office** immediately after the incident.

Training Room Procedures

- **In-season head coaches** are responsible for helping keep:
 - The **training room**
 - The **locker rooms**
 - The **coaches' locker room** clean and orderly.

Additional Guidelines:

- All **medical supplies** are kept in the **training room cabinet**.
 - The **Athletic Director** will maintain inventory. Coaches may:
 - Take supplies for **team first-aid kits**.
 - Request **special items** through the Athletic Director.
 - **Students are not allowed in the training room** without a coach present.
 - Please ensure the **cabinet remains locked** and **supplies are secure**.
-

Tryouts

Eligibility: All the following students are eligible to try out for school athletics **if they meet Snake River and IHSAA requirements:**

- Snake River High School **full-time students**
- **Home school students** residing in the district
- **Charter school students** residing in the district

Transfer or Move-in Students:

Students who missed initial tryouts may request one if they:

1. **Recently moved** into the Snake River School District, or had **open enrollment approved**.
2. Have **officially registered** for classes at Snake River High School.
3. Have completed and submitted all **IHSAA transfer paperwork**.

Mid-Season Tryouts and Rejoining Teams

Cut Sports:

- Students **who are cut** or **choose not to try out** at the beginning of the season **are not allowed a second tryout**.

Non-Cut Sports:

- If **cuts were not made** due to low participation numbers, a student may join a team mid-season only if:
 1. They receive **approval from the head coach**.
 2. They are **not taking the place** of someone already on the team.
 3. They **meet all Snake River and IHSAA eligibility requirements**.
-

Virtual Tryouts Policy

Virtual tryouts are strictly prohibited in any sport or activity where team cuts are made.

- “**Virtual tryout**” is defined as:
 - Any tryout done by **video submission, Zoom, or any electronic means.**
 - Any tryout **not conducted in person.**
 - All athletes must **pass the “eye test”**, meaning the coach must **observe the athlete in person.**
-

School Athletic Program vs. Non-School Club Activities

1. If a coach or program holds a **camp, event, or fundraiser**, it must be **clearly stated** whether it is a:
 - **School-sponsored activity**, or
 - **Non-school club activity.**

► Non-school clubs **must not use the Snake River High School or Junior High name**, except to identify the **event location.**
 2. **Non-school club programs** must:
 - **Support and supplement** the school athletic programs—not **compete with them.**
 - Provide opportunities for:
 - **Skill development**
 - **Game experience**
 - **Off-season training** not available under IHSA or school policies.
-

IHSA Rule of Two (Rule of 2)

During the school year, defined as **August 1 through the final day of spring sport state tournaments**, the following rules apply:

- Coaches may **instruct no more than two students at one time** from grades 9–12 of their high school.
- The “**See or Hear**” Test applies:
 - If **any other student** can **see or hear** the coach instructing two players, it is a **violation.**
 - This includes visible group drills or shared indoor/outdoor spaces.

Coaches must follow this rule precisely to avoid IHSA penalties.

Air Quality Guidelines

During fire season or periods of poor air quality:

- If the **Air Quality Index (AQI) exceeds 150**, **all outdoor practices and competitions must be canceled.**
- The **host school’s administration** is responsible for making the final determination.
 - The IHSA recommends checking conditions using airnow.gov.

Patron Concern Policy

The Snake River School District encourages open communication between parents, coaches, and administration. When concerns arise, they should be addressed through the **appropriate chain of command**, with the goal of resolving issues at the **lowest level possible**.

Chain of Command:

1. **Student-athlete to coach:** Athletes are encouraged to speak directly with their coach regarding any concerns or issues.
2. **Parent to Coach and Assistant Coach/Athletic Director:** If a parent feels it necessary to meet with a coach, the meeting should always include a third party — either an assistant coach or the athletic director. **Coaches should not meet with parents alone.**
3. **Building principal or district administration:** If further resolution is required.

Meeting Protocol:

- Meetings should be scheduled in advance and conducted at an appropriate time and location.
- **Coaches are required to take detailed notes** during any meeting involving parent concerns. Notes should include:
 - The date and time of the meeting
 - Individuals present
 - Specific concerns raised
 - Any proposed solutions or agreed-upon actions

These notes should be submitted to the athletic director and kept on file.

This policy ensures that all concerns are heard respectfully, addressed fairly, and documented responsibly in the interest of student well-being and program integrity.

SNAKE RIVER SCHOOL DISTRICT INTERSCHOLASTIC ATHLETICS

NAME: _____

DATE: _____

It is required that all students complete the following every year prior to his/her first practice in the interscholastic (7-12) athletic program.

1. Both Parent/guardian and student read and sign the participation consent form. (F 1 – F2)
2. History and Physical Examination. The exam is at the expense of the student and may not be taken prior to May 1. This examination is to be done by a licensed physician, physician's assistant or nurse practitioner under optimal conditions. (F 3 – F 4)
3. Both Parent/guardian and student read and sign the concussion guideline form. Policy 8214P (F 5 – F 6)

PARTICIPATION CONSENT FORM

This application to compete in interscholastic athletics for Snake River School District is entirely voluntary on my part is made with the understanding that I have not violated any of the eligibility rules and regulations of the State Association and rules and regulations set forth by the Snake River School Board.

When a person practices and participates in any sport or physical activity, it can be dangerous. The person risks serious and permanent injury. Injuries could affect the general health and well-being on the participant. Serious injury could impair a person's ability to earn a living and to engage in social and recreational activities in the future. My son / daughter will participation at their own risk.

The parent / guardian further releases the Snake River School District coaches from liability for any medical, dental, or hospital bills occurring as a result of injuries sustained by the student while participating.

Bingham Memorial Hospital provides Snake River School District #52 with an attending athletic trainer. I hereby give my consent for the athletic trainer to provide sports medicine services deemed necessary for any athletic injury prevention or treatment. This may include treatment of such as: Heat/Ice, Stim, Ultrasound, Cold Laser and wound care. I understand that the services provided by the athletic trainer relate to sports medicine services and are not intended to be a complete medical examination/care.

IHSAA does not require students to carry health insurance, but as a school district we encourage students to carry health insurance. On the Snake River School District website there is a form that students can get health insurance coverage. The health insurance coverage is not through the school but is offered through an independent insurance carrier.

Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people.

The Snake River School District has put in place protective measures to reduce the spread of COVID-19; however, the SD52 cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending activities on the campuses of SD52 could increase your risk and your child(ren)'s risk of contracting COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and on behalf of myself, my child(ren), my and spouse/co-parent of child(ren) voluntarily assume the risk that my child(ren) and I, and any member of my family, may be exposed to or infected by COVID-19 by attending activities on SD52 campuses and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 while on SD52 campuses may result from the actions, omissions, or negligence of myself and others, including, but not limited to, SD52 employees, agents and representatives, volunteers, program participants and their families and/or any other individual who may be present upon school property or in attendance at any school activity.

I voluntarily agree to assume, on behalf of myself, my child(ren), and my spouse/co-parent of child(ren) all risks and accept sole responsibility for any injury to my child(ren), myself and any member of my family, (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I, my child(ren) and/or members of my family may experience or incur in connection with my child(ren)'s attendance in activities or participation in SD52 programming ("Claims"). On my behalf, and on behalf of my children and/or members of my family, I will advance no claim and I hereby release, covenant not to sue, discharge, defend, indemnify and hold harmless the SD52, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of SD52, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any SD52 activity.

Additionally, it should be noted that the laws of the state of Idaho provide for numerous immunities for schools should something occur to a student or to the family of a student as a result of activities on school property. In addition to this Agreement, these immunities remain intact.

To prevent the spread of COVID-19 your participation is important to help us take precautionary measures to protect you, your Child(ren) and everyone on campus. If you child has been in close contact or been diagnosed with COVID-19, please honor quarantine standards and not have your child present at or participating in school activities. If you child has been diagnosed with COVID-19 the District requests that you provide a medical release for your child to return to participation. Likewise, if your child is ill, please do not expose the school's students and personnel to your child's illness.

If a student is not feeling well and has a fever they will be separated and asked to go home until they are fever free for a period of 48 hours.

SCHOOL DISTRICT #52 ATHLETICS

Coaches will set team and training rules, as long as they do not conflict with school policy. Athletes are, because of the exposure to the public, ambassadors of the school district. The schools are often judged by the members of the community and in other communities by actions of young people who represent them in the athletic area. This is a weighty, but nonetheless, real responsibility that we place on the shoulders of our young people.

Because of the representative role that our athletes must naturally assume, and because athletic programs are optional, it is expected that all athletes, both boys and girls, will adhere to certain minimum standards of behavior and scholarship as established by the Board, the building administration, and the coaches.

STUDENT RESPONSIBILITIES- GENERAL RULES AND TRAINING RECOMMENDATIONS

1. In order to be eligible to participate in any or all athletic teams, I realize I must be enrolled full time which is (5) classes and have passed five (5) subjects for the trimester prior to competing. (Plus 2.00 GPA)
2. I realize I must attend classes and be responsible for all required work.
3. I will conduct myself in an orderly manner at all times in such a way as to bring credit to my team, school, and family.
4. In all contests away from school, I will ride to and from contests in provided school transportation, unless arrangements are made by the parents with the coach/teacher.
5. I will be personally responsible for all athletic equipment checked out to me and will return it in good condition or will pay for lost or damaged equipment.
6. I will report all injuries to the coach immediately. I will get a proper amount of rest and will follow the warm-up designed for my sport.
7. I will attend all scheduled workouts on time and notify the coach beforehand if I miss due to illness or emergency.
8. I will adhere to the District Code of Conduct.

PARENT OR GUARDIAN SIGNATURE _____ DATE: _____

SIGNATURE OF STUDENT _____ DATE: _____



HEALTH EXAMINATION *and* CONSENT FORM

Name: _____ Sex: M / F Date of birth: _____ Age: _____
Address: _____ Phone: _____
School: _____ Sports: _____ Participation Grade: _____

MEDICAL HISTORY

Fill in details of "YES" answers in space below:

	Yes	No		Yes	No
1. Have you ever been hospitalized?	☐	☐	6. Have you ever had a head injury?	☐	☐
Have you ever had surgery?	☐	☐	Have you ever been knocked out or unconscious?	☐	☐
2. Are you presently taking any medication or pills?	☐	☐	Have you ever been diagnosed with a concussion?	☐	☐
3. Do you have any allergies (medicine, bees, other insects)?	☐	☐	Have you ever had a seizure?	☐	☐
4. Have you ever passed out during or after exercise?	☐	☐	Have you ever had a stinger, burned or pinched nerve?	☐	☐
Have you ever been dizzy during or after exercise?	☐	☐	7. Have you ever had heat or muscle cramps?	☐	☐
Have you ever had chest pain during or after exercise?	☐	☐	Have you ever been dizzy or passed out in the heat?	☐	☐
Do you tire more quickly than your friends during exercise?	☐	☐	8. Do you have trouble breathing or do you cough during or after exercise?	☐	☐
Have you ever had high blood pressure?	☐	☐	9. Do you use special equipment (pads, braces, neck rolls, mouth guard or eye guards, etc.)?	☐	☐
Have you been told you have a heart murmur?	☐	☐	10. Have you ever had problems with your eyes or vision?	☐	☐
Have you ever had racing of your heart or skipped heartbeats?	☐	☐	Do you wear glasses, contacts or protective eyewear?	☐	☐
Has anyone in your family died of heart problems or a sudden death before age 50?	☐	☐	11. Have you had any other medical problems (infectious mononucleosis, diabetes, ect.)?	☐	☐
5. Do you have any skin problems (itching, rash, acne)?	☐	☐			
12. Have you had a medical problem or injury since your last evaluation? ☐ Yes ☐ No					
13. Have you ever sprained/strained, dislocated, fractured, broken or had repeated swelling or other injuries of any of bones or joints?					
☐ head ☐ back ☐ shoulder ☐ forearm ☐ hand ☐ hip ☐ knee ☐ ankle					
☐ neck ☐ chest ☐ elbow ☐ wrist ☐ finger ☐ thigh ☐ shin ☐ foot					
14. Were you born without a kidney, testicle, or any other organ? ☐ Yes ☐ No					

15. When was your first menstrual period? _____
When was your last menstrual period? _____
What was the longest time between your periods last year? _____

Explain "YES" answers: _____

(Parent or guardian and student permission and approval)

My son/daughter has my permission to get a physical from a licensed physician, physician's assistant or nurse practitioner under optimal conditions for this application.

I hereby consent to the above-named student participating in the interscholastic athletic program at his/her school of attendance. This consent includes travel to and from athletic contests and practice sessions. I further consent to treatment deemed necessary by physicians designated school authorities for any illness or injury resulting from his/her athletic participation. I also consent to release of any information contained in this form to carry out treatment and healthcare operations for the above-named student. If the health care provider's exam will be performed without compensation as part of the school's health examination program for participation in high school activities, I agree to the waiver provisions as set forth in Idaho Code Section 39-7703 and agree that the health care provider shall be immune from liability as specified in said section.

PARENT OR GUARDIAN SIGNATURE _____ DATE: _____

SIGNATURE OF STUDENT _____ DATE: _____

Idaho High School Activities Association

Physical Examination Form

Name: _____ Date of Birth: _____

Height _____ Weight _____ BP ____/____ Pulse _____		
Vision R 20 / ____ L 20 / ____ Corrected: Y		
N		
	Normal	Abnormal findings
Medical		
Pulses		
Heart		
Lungs		
Skin		
Ears, nose, throat		
Pupils		
Abdomen		
Genitalia (males)		
Musculoskeletal		
Neck		
Shoulder		
Elbow		
Wrist		
Hand		
Back		
Knee		
Ankle		
Foot		
Other		

CLEARANCE / RECOMMENDATIONS

- A. Cleared for all sports and other school-sponsored activities.
- B. Cleared after completing evaluation/rehabilitation for:

- C. NOT cleared to participate in the following IHSAA sponsored sports /activities:

baseball basketball cheer/dance cross country football golf

soccer softball swimming tennis track volleyball wrestling

NOT cleared for other school-sponsored activities (*example: lacrosse*):

- D. Student is NOT permitted to participate in high school athletics.

Reason: _____

Recommendation:

Name of physician:

Address: _____ Phone: _____

Signature of physician/medical provider: _____ Date:

(This Physical Examination Form MUST be signed by a licensed physician, physician assistant or nurse practitioner)

CONCUSSION GUIDELINES FORM

(Policy 8214P)

Many students with the District participate in extra-curricular activities of a nature whereby physical injury may result. Though the District takes care to ensure all extra-curricular activities are as safe as practicable, it is not possible to remove all danger from such activities and the District acknowledges that concussions may result. The purpose of this policy is to address situations in which student concussions have occurred or are suspected to have occurred.

This policy only applies to organized athletic league or sport in which any District student participates as an athlete or youth athlete. For the purposes of this policy, athlete or youth athlete means an individual who is eighteen (18) years of age or younger and who is a participant in any middle school, junior high school, or high school athletic league or sport. A school athletic league or sport shall not include participation in a physical education class.

Pre-Season Education

The administration and coaches will work to ensure that athletes, youth athletes, parents, volunteers, and assistant coaches are educated about concussions. Prior to being allowed to engage or participate in any school athletic league or sport:

1. Each student desiring to participate in such school athletic league or sport, and the student's parents or guardians, shall be provided notice of and/or copies of any concussion guidelines or information available from the State Department of Education and the Idaho High School Activities Association, and also this policy.
2. Each student desiring to participate in such school athletic league or sport, and the student's parents or guardians, shall acknowledge that they have been provided the guidelines or information available from the State Department of Education and the Idaho High School Activities Association, as well as this policy, and have had the opportunity to review and have reviewed such information. Further, each student and the student's parents or guardians shall sign an applicable waiver for participating in such school athletic league or sport.
3. The signed waiver and acknowledgment or review of the appropriate information shall be returned to the District.

Athletes will not be allowed to participate in school athletic leagues or sports until the above requirements are met.

Protocol on Suspected Concussion

If, during any school athletic league or sport practice, game, or competition, an athlete exhibits signs or symptoms of a concussion, makes any complaint indicative of a possible concussion, or a coach, assistant coach, volunteer coach, or other school District employee has reason to believe a concussion has occurred, such student shall be removed from play or participation in the practice, game, or competition. According to the Centers for Disease Control and Prevention, and for the purposes of this policy, signs observed by coaching staff which could be indicative of a concussion include if the athlete:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to or after hit or fall

According to the Centers for Disease Control and Prevention, and for the purposes of this policy, symptoms reported by the athlete which could be indicative of a concussion include:

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right" or is "feeling down"

Coaches should not try to judge the severity of the injury themselves; health care professionals have a number of methods that they can use to assess the severity of concussions. Coaches should record the following information, if possible, to help health care professionals in assessing the athlete after the injury:

1. Cause of the injury and force of the hit or blow to the head or body
2. Any loss of consciousness (passed out/knocked out) and if so, for how long
3. Any memory loss immediately following the injury
4. Any seizures immediately following the injury
5. Number of previous concussions (if any)

Athletes may not be returned to play or participate in any student athletic league or sport (except on an administrative basis, such as team manager), until and unless the athlete has been evaluated and is authorized to return to play or participate by a qualified health care professional who is trained in the evaluation and management of concussions, including physician or physician's assistant licensed under Chapter 18, Title 54, Idaho Code, an advanced practice nurse licensed under Idaho Code 54-1409, or a licensed health care professional trained in the evaluation and management of concussions who is supervised by a directing physician who is licensed under Chapter 18, Title 54, Idaho Code. Such authorization must be in writing and must be provided to the District prior to the student being returned to play. If the authorization is signed by a licensed health care professional trained in the evaluation and management of concussions, such authorization must also be countersigned by the directing physician.

ACKNOWLEDGMENT OF RECEIPT OF CONCUSSION GUIDELINES

I, (print name) _____, acknowledge that I am the parent or guardian of the student (below), that I have received from the District information related to student athlete concussions, including information from the State Department of Education, the Idaho High School Activities Association, and District Policy 8214p, and have had the opportunity to review and have reviewed such information. I understand that participation in school athletics leagues or sports is dangerous, and hereby agree to waive all liability against Snake River School District #52, its employees, agents, and trustees, related to any injury or damages that my student may experience or incur as a result of participation in such school athletics leagues or sports.

Parent's/ Guardian's Signature _____ Date: _____

I, print name, _____, acknowledge that I am a student of Snake River School District # 52, or otherwise am allowed to participate in school athletics leagues, or sports, that I have received from the District information related to student athlete concussions, including information from the State Department of Education, the Idaho High School Activities Association, and District Policy 8214p, and have had the opportunity to review and have reviewed such information. I understand that participation in school athletics leagues or sports is dangerous and accept the risk of the potential consequences of such dangers.

Student Signature _____ Date: _____

NOTE: Both signature lines must be filled in and this form must be provided to the District prior to the student athlete participating in any school leagues or sports.

Snake River School District 52, 103 South 900 West, Blackfoot, Idaho 83221

Category 8000 STUDENTS	Form Number 8214F3
Policy Title Concussion Guidelines	Effective Date: April 11, 2017

CONCUSSION AUTHORIZATION TO RETURN TO PLAY TO SPORTS FORM

Student-Athlete's Name _____

Date of Suspected Concussion: _____ Place: _____

Activity: _____

Referred By: _____ Title: _____

Signs/Symptoms Observed or Experienced by Athlete After Injury Occurred:

- ☐ Appeared Dazed, Stunned or Disoriented
- ☐ Forgot Plays or Demonstrates Short-Term Memory Difficulties (e.g. is unsure of the game, score or opponent)
- ☐ Exhibited Difficulties with Balance or Coordination
- ☐ Answered Questions Slowly or Inaccurately
- ☐ Lost Consciousness How long: _____
- ☐ Demonstrated Behavior or Personality Changes/Overly Emotional
- ☐ Was Unable to Recall Events Prior To or After the Hit
- ☐ Had Headache
- ☐ Was Nauseous or Vomiting
- ☐ Complained of Blurry Vision
- ☐ Had Difficulty Remembering
- ☐ Complained of Being Sensitive to Bright Lights/Loud Noises

In accordance with Idaho Law, Snake River High School has a strict concussion management policy. If during any practice or game situation, an athlete sustains a concussion or exhibits the signs, symptoms or behaviors consistent with the injury; he/she must be immediately removed from all athletic participation. That athlete may only return to physical activity if/when he/she is evaluated by a licensed health care provider trained in the evaluation and management of sports concussion and receives written clearance to return to play. By signing this form, I acknowledge that I have thoroughly evaluated this athlete for concussion and have decided that the athlete is symptom free and it is safe for him/her to return to physical activity:

- ☐ Cleared to Return to Play – No RESTRICTIONS
- ☐ Cleared to Return to Play – WITH THE FOLLOWING RESTRICTIONS
 - ☐ Must follow 5-Day Stepwise Return to Play Protocol
 - ☐ Provide Academic Accommodations/Support

Signed: _____ Date: _____

Physician/Physician Assistant/Nurse Practitioner/Certified Athletic Trainer/Sport-Certified Physical Therapist

Print Name: _____

Snake River School District 52, 103 South 900 West, Blackfoot, Idaho 83221
Form 7

MEDICAL EMERGENCY PERMISSION CARD I _____, parent of _____ (student) herby give the coaching staff at Snake River High School Permission to get medical help for my child in case of emergency. Specific Medical Concerns: _____ Insurance Company: _____ Contact Cell Phone #: _____ Signature: _____	MEDICAL EMERGENCY PERMISSION CARD I _____, parent of _____ (student) herby give the coaching staff at Snake River High School Permission to get medical help for my child in case of emergency. Specific Medical Concerns: _____ Insurance Company: _____ Contact Cell Phone #: _____ Signature: _____
MEDICAL EMERGENCY PERMISSION CARD I _____, parent of _____ (student) herby give the coaching staff at Snake River High School Permission to get medical help for my child in case of emergency. Specific Medical Concerns: _____ Insurance Company: _____ Contact Cell Phone #: _____ Signature: _____	MEDICAL EMERGENCY PERMISSION CARD I _____, parent of _____ (student) herby give the coaching staff at Snake River High School Permission to get medical help for my child in case of emergency. Specific Medical Concerns: _____ Insurance Company: _____ Contact Cell Phone #: _____ Signature: _____

Medical Emergency Permission Card

Medical Emergency Permission Card is an optional card that coaches can have a player's parents fill out and sign. It allows for the coach to take the player into the hospital to get medical treatment if a player gets hurt in practice, home game or away game and the parents have not been able to be contacted.

Parent Meeting Check List Form

1. Purpose of Athletics
2. Code of Conduct and Embarrassment Clause
3. Physicals, Consent, and Concussion
4. Concussion Release
5. Health Insurance
6. Academic Eligibility
7. Bus Regulations
8. Alcohol/Tobacco/Illegal Drugs
9. Fee's
10. Practice Schedule
11. Team Rules and Consequences
12. Team Goals

Head Coach: _____ Date of Parent Meeting: _____

Attach roll sheet, team rules and turn into the athletic director.

High School and Jr. High Extracurricular Academic Eligibility

For students to be eligible for participation in extracurricular activities, they must meet all requirements as outlined in IHSAA Rule 8 – Individual Eligibility and any other school district eligibility requirements.

IHSAA Requirements:

1. IHSAA Rule 8-1: To be academically eligible, a student must be enrolled full-time in his/her school and on target to graduate based on State Board of Education graduation requirements.
 - a. **Snake River High School and Junior High** offer seven classes for credit every trimester. A student must be enrolled in five classes for credit during the trimester that they are participating in to be considered full-time.
2. IHSAA Rule 8-1: A student must receive passing grades and earned credits in the required number of courses during the previous reporting period.
 - a. **Snake River High School and Junior High** offer seven classes for credit every trimester. A student's transcript from the previous trimester must show that a student passed five classes.
 - Release Time/Seminary and Early Release do not count toward the number of classes required to determine full-time status and number of classes required for credit.
 - Classes with an (I) indicating incomplete on a transcript will not count toward the number of classes required for credit.
 - **Students not meeting all IHSAA requirements are ineligible for the entire trimester.**

Snake River School District Requirements:

1. A student must meet all IHSAA requirements and receive a 2.0 GPA from the previous trimester. If a student passes the required number of classes, but does not have a minimum 2.0 GPA, he/she will be placed on probation for the subsequent trimester. A student on probation will be ineligible for the first three weeks of the subsequent trimester for all events and cannot travel with the team. A probation grade check will occur at the end of the first three weeks of the trimester, mid-term, and at the end of the nine weeks. If the student fails to have a minimum 2.0 GPA at any of the grade checks, he/she will be ineligible for the next three weeks.
2. Students participating in extracurricular activities are required to adhere to the school rules as outlined in the Snake River School District Student Code of Conduct.
3. Every traditional full-time student must be enrolled in an advisory class.
4. Students taking online classes from an accredited school, that are open ended or work at your own pace are required to meet the same requirements as all students on the trimester system.
5. Students taking classes from an accredited school semester system with a clear starting date and ending date are given six weeks after the last day of the Snake River School District trimester system to complete the class. Grades must be posted on the transcript before the end of the six weeks for a student to meet the full-time and number of credits requirement.

Policy History:

Adopted on: 03/17/2021

Revised on: 02/18/2026

Reviewed on: 02/18/2026

Category: 8000 STUDENTS	Policy Number: 8105P
Policy Title: Transportation to Extracurricular Activities	Effective Date: October 2023
Extracurricular Transportation Discipline Before departure on each activity trip, all students provided with transportation by the district will be instructed on the location of all emergency exits and their operation. This instruction will include a general review of safe riding practices, rules, and procedures. Students must follow all school bus rules with this exception: Food and drink not in glass containers will be allowed on the bus with the permission of the principal. However, any debris must be cleaned up at the end of the trip and before students leave the bus. If a student causes a disruption or hazard on the bus, a hearing will be held with the principal, driver, instructor, coach or adult sponsor, parent/guardian, and student. The driver, instructor, coach or adult sponsor, parent/guardian, and the student will have the opportunity to share with the principal their perceptions of the problem. If the principal finds that there has been an infraction of bus rules, he or she will take the following action: 1. On the first infraction, the student will be warned that following any further infraction he or she will be declared ineligible for transportation to the extracurricular or co-curricular activities for one event. 2. On the second infraction during a semester, the student will be declared ineligible for transportation to the extracurricular or co-curricular activity for one event; and 3. On the third infraction during a semester, the student will be declared ineligible for transportation to the extracurricular or co-curricular activities for the remainder of the semester. Based on the severity of the problem as it relates to respect and safety for others, the principal may bypass step #1 and/or step #2 above and immediately declare the student ineligible for transportation for two weeks or for the remainder of the semester. Procedure History: Promulgated on: Revised on: Reviewed on:	

Category: 8000 STUDENTS	Policy Number: 8105F1
Policy Title: Transportation To Extracurricular Activities Waiver Form	Effective Date: October 2023

I, _____, parent or guardian of _____ (student) hereby have chosen to provide transportation for this child TO and FROM a Snake River School District extracurricular activities which the district does not provided transportation or due to an extenuating circumstance approved by the build principal beforehand which the district does provide transportation.

I understand that by signing this waiver, I take full responsibility for the transportation of this child. I also understand that this waiver releases the district from any and all liability or claims regarding the transportation of this child TO and FROM extracurricular activities where transportation may or may not be provided.

List the activity that the **school does not provided transportation for** or **the extenuating circumstance** that you are takin full responsibility for transportation your child TO and FROM the extracurricular activities:

_____.

_____	_____
Signature of Parent/Guardian	Date

_____	_____
Administrator's Signature	Date

Transportation Event Liability Waiver

The following students will not be using school provided transportation to ride home from this extracurricular activity. The parent or guardian hereby have chosen to provide transportation home from this extracurricular activity.

I understand that by signing this waiver, I take full responsibility for the transportation of this child. I also understand that this waiver releases the district from any and all liability or claims regarding the transportation of this child from this extracurricular activity. (Parent or guardian must be at the event to sign this form to assume full responsibility for their student).

Date_____

Event_____

Student's Name:

Parent or Guardian Signature:

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		

Bus Request and Trip Report Form

Important: All trip requests must be submitted to the District Office two weeks prior to the date of the trip.

Circle School: High School Jr. High School Middle School Riverside Rockford Moreland

Trip Date(s): _____ Begin Loading Passengers: _____ AM PM

Activity: _____ Depart for Destination: _____ AM PM

of Students: _____ # of Adults: _____ Return Time: _____ AM PM

Destination: _____

Description/Purpose of Trip: _____

Supervisor / Advisor _____ Administrator Signature _____

Date: _____ Date form Submitted: _____

Field Trip Tracking Determination

(Please indicate answers to each question.)

- ☐ Yes ☐ No Does any portion of the trip extend 100 miles beyond Idaho's border?
- ☐ Yes ☐ No Does any portion of the trip occur outside the school week or calendar year?
- ☐ Yes ☐ No Does any portion of the trip require overnight stay?
- ☐ Yes ☐ No Is any portion of the trip competitive?
- ☐ Yes ☐ No Is any portion of the trip considered an out-of-community student performance?
- ☐ Yes ☐ No Is any portion of the trip considered an award?
- ☐ Yes ☐ No Is any portion of the trip considered a social event?
- ☐ Yes ☐ No Is any portion of the trip considered club affiliated?
- ☐ Yes ☐ No This field trip is educational (including Lifetime Sports for high school only) and curriculum driven?
- ☐ Yes ☐ No Will the entire school attend during a single event? (e.g. testing, movie, stage play or performance, lagoon, etc.)
- ☐ Yes ☐ No Will the student's (classroom) grade be affected?
- ☐ Yes ☐ No Will everyone in the class have an opportunity to participate?
- ☐ Yes ☐ No Will the trip be taken in a yellow school bus(es)?

Content Standards Reference Number: _____ ☐ Relevant Curriculum Attached

For District Office use only: ☐ Reimbursable ☐ Non-Reimbursable ☐ Approved _____ (Trans. Supervisor)
Assigned Driver: _____

TRIP REPORT TO BE COMPLETED BY BUS DRIVER

Trip Date: _____ Regular: _____ Over Night: _____

Time of Departure: _____ Time of Return: _____

Total Time _____ minus Route Time _____ equals Total Hours _____

Bus # _____ OVER NIGHT

Over Night = 15 hours per day _____ minus Route Time _____ for a total of _____ hours for the over night trip.

Start Mileage _____ End Mileage _____ Total Miles _____

Bus Drivers Signature _____ Date: _____

Mileage Chart

From: Snake River High School to:	Miles:
Aberdeen High School	32
American Fall High School	46
Bear Lake High School	115
Blackfoot High School	8
Bonneville High School	38
Buhl High School	160
Burley High School	112
Butte High School	58
Century High School	40
Challis High School	131
CDA High School	510
Declo High School	98
Filer High School	150
Firth High School	34
Fruitland	310
Gooding High School	167
Grace High School	85
Highland High School	29
Hillcrest High School	36
Idaho Falls High School	35
Jerome High School	152
Kimberly High School	136
Malad High School	86
Meridian High School	262
Middleton High School	280
Marsh Valley High School	59
Minico High School	103
North Fremont High School	85
North Gem High School	76
Pocatello High School	31
Preston High School	97
Post Falls High School	520
Raft River High School	113
Rigby High School	48
Ririe High School	54
Salmon High School	192
Skyview High School	280
Shelley High School	25
Skyline High School	33
Sho-Ban High School	21

Soda Springs	87
South Fremont High School	72
Star Valley High School	140
Sugar-Salem High School	65
Teton High School	106
Twin Falls High School	143
West Side High School	102
Wood River High School	134

Summer Consent Form

Snake River School District #52

When a person practices and participates in any sport or physical activity, it can be dangerous. The person risks serious and permanent injury. Injuries could affect the general health and well-being on the participant. Serious injury could impair a person's ability to earn a living and to engage in social and recreational activities in the future. My son / daughter will participation at their own risk.

The parent / guardian further releases the Snake River School District and coaches from liability for any medical, dental, or hospital bills occurring as a result of injuries sustained by the student while participating.

IHSAA does not require students to carry health insurance, but as a school district we encourage students to carry health insurance. On the Snake River School District website there is a form that students can get health insurance coverage. The health insurance coverage is not through the school but is offered through an independent insurance carrier.

Is your child covered by a family health insurance policy? YES_____ NO_____

Insured by_____ Policy Number_____

PARENT OR GUARDIAN SIGNATURE_____ Date_____

SIGNATURE OF STUDENT_____ Date_____



IDAHO COACHING CERTIFICATION REQUIREMENTS

IHSAA Rule 3-2 requires ALL coaches to complete the following courses PRIOR to coaching in a practice or game.

Course Requirements for all Coaches:

1. St. Luke's Concussion Course:
<https://idhsaa.org/concussion-certification>
2. NFHS Sudden Cardiac Arrest Course:
<https://nfhslearn.com/courses/sudden-cardiac-arrest>
3. NFHS Coaching Mental Wellness Course:
<https://nfhslearn.com/courses/student-mental-health-and-suicide-prevention>
4. CPR/First Aid Certification: (district approved)
<https://www.ecprcertification.com/cpr-aed-and-first-aid/>

After taking the First Aid/CPR Certification course, you do not have to purchase the certificate. Print off your final test score, sign and date. Turn your signed and dated certificate showing your test score into the Snake River High School athletic director.

Course Requirement for NON-Certified Teachers that are Head Coaches:

5. NFHS Fundamentals of Coaching:
<https://www.nfhslearn.com/courses/fundamentals-of-coaching>

Course Requirement for ALL NON-Certified Teachers that are an Assistant or Volunteer Coach:

6. NFHS Teaching & Modeling Behavior:
<https://www.nfhslearn.com/courses/teaching-and-modeling-behavior>

Course Requirement for ALL Cheer/Dance/Music/Drama:

7. NFHS Understanding Copyright & Compliance:
<https://www.nfhslearn.com/courses/understanding-copyright-and-compliance>

Course Requirement for All Pole Vault Coaches:

8. NFHS Coaching Pole Vault:
<https://www.nfhslearn.com/courses/coaching-pole-vault>

Coaches Ed. Requirements are located on the IHSAA Coaches Webpage at <https://idhsaa.org/coaches>



**922 West Highway 39
Blackfoot, Idaho 83221
(208) 684-3061**

Assistant Principal:
Kyle Buttars

Athletic Director:
Robert Coombs

List all equipment and uniforms assigned to your department. As a guide, estimate the amount of equipment you now have that would need to be replaced if we were to have a major fire and you were to loss everything.

DATE: _____ **Sport:** _____ **Head Coach:** _____

[illegible]

Form 19

Category: 8000 STUDENTS	Policy Number: 8230
Policy Title: Fund Raising Projects	Effective Date: November 20, 2019
All school fund raising projects or other school projects which involve solicitations from the community or business firms, or which involve the sale of tickets for commodities, etc., must be approved by the building principal. All non-school groups, clubs or organizations may not sell or hold fundraiser projects, advertise or sell items such as raffle tickets, food, commodities, etc., at school activities unless approved in accordance with Policy 4110. Approval cannot be granted without submitting the Fund Raising Project Request Form, 8230f, and obtaining the building administrator’s signature of approval. Only two (2) fund raisers are allowed in each building (K-6) in any one school year regardless of the success or failure of the project. School pictures are exempt. In the interest of student safety and welfare, door-to-door fund raising is prohibited in grades K-6. Door to door sales in grades 7-12 are discouraged. Reference: 8230f “Fund Raising Projects Request Form” 4360 “School Projects Involving Solicitations” Form 20 Snake River School District 52, 103 South 900 West, Blackfoot, Idaho 83221	

Category: 8000 STUDENTS	Procedure or Form Number: 8230f
Policy Title: Fund Raising Projects	Effective Date: November 19, 2002

SCHOOL: _____ DATE: _____

HOW FUNDS RAISED: _____ PROJECT # _____

SPONSOR: (Please check appropriate sponsor)

1. BUILDING _____
2. PTA _____
3. ORGANIZATION _____

DATE(S) OF FUND RAISING _____

REASON FOR FUND RAISING _____

ADMINISTRATOR'S APPROVAL _____ Date

Board Policy Number 8230:

All school fund raising projects or other school projects which involve solicitations from the community or business firms, or which involve the sale of tickets for commodities, etc., must be approved by the building principal.

Approval cannot be granted without submitting the Fund Raising Project Request Form, 8238F, and obtaining the building administrator's signature of approval.

Only two (2) fund raisers are allowed in each building (K-6) in any one school year regardless of the success or failure of the project. School pictures are exempt.

In the interest of student safety and welfare, door-to-door fund raising is prohibited in grades K-6. Door to door sales in grades 7-12 are discouraged.

Form 21

Snake River School District 52, 103 South 900 West, Blackfoot, Idaho 83221

Category: 8000 STUDENTS	Policy Number: 8240 (Page 1 of 3)
Policy Title: Crowdfunding	August 21, 2019

The District recognizes that crowdfunding is a useful tool to assist teachers and other employees in the procurement of funding for specific projects and/or programs. Crowdfunding campaigns have been used with great success to provide revenues for such benefits as classroom supplies, educational programs and activities and community advancement. However, the District also recognizes that unregulated use of employee crowdfunding campaigns that are administered on behalf of the District or an individual school or classroom within the District can subject the District and employees to legal liability.

Purpose
The purpose of this policy is to ensure that crowdfunding campaigns administered by employees in their capacity as District employees or on behalf of the District or to supplement any District programs are effectively regulated and are appropriately used to further the District's objectives and mission.

Definitions

"Crowdfunding campaign" means the practice of raising funds to meet an advertised goal or need by soliciting funds from a large number of people, typically via the Internet.

Prohibition on Unapproved Crowdfunding on Behalf of the District
District employees, including teachers, coaches, staff, and paraprofessionals, may not engage in crowdfunding campaigns in their official capacity as a District employee, on behalf of the District or for the benefit of a District program or activity, without obtaining prior written authorization from the building administrator.

Employees who have not obtained prior written approval pursuant to this policy may not:

1. Solicit funds or items on behalf of the District or an individual school or classroom within the District on a crowdfunding website;
2. Give the appearance of soliciting funds or items on behalf of the District on a crowdfunding website;
3. Use the District's name, logo, mascot, or other identifying information in a crowdfunding post;
4. Link to or reference any of the District's websites or social media sites; or
5. Link to or reference any other sites, platforms, or accounts associated with the District.

Absent prior written approval by the District of a crowdfunding project pursuant to this policy, employees are prohibited from providing any information that would lead a reasonable person to conclude that the funds identified on the crowdfunding website are to be used by the District or for any District purpose or program.

Procedures
Employees wishing to utilize crowdfunding for District purposes or programs are required to obtain written permission to do so by submitting a Fund Raising Projects request form (Form 8230f) to the building administrator. Written permission must be received before launching any crowdfunding web page or effort.

It shall be the responsibility of building administration to approve or deny all crowdfunding requests. Crowdfunding requests that are incomplete, not submitted in writing, and/or do not meet the requirements of this policy shall not be considered for approval. Information required to be included in the crowdfunding request includes:

1. The name, job title, school, and contact information for the person overseeing the campaign;
2. The crowdfunding website to be used;
3. The items requested and/or the amount of funds targeted to be raised;
4. The classroom, program, and/or activity to be benefited;
5. The exact language that will be included in the post and/or advertising for the crowdfunding campaign; and
6. The start and projected end dates of the post and/or advertising.

Form 22

Category: 8000 STUDENTS	Policy Number: 8240 (Page 3 of 3)
Policy Title: Crowdfunding	Effective Date: August 21, 2019

Requirements for Crowdfunding Sites

All crowdfunding sites that are approved by the District must meet all of the following requirements:

1. The site must be operated by a legitimate corporation or limited liability company with no significant history of fraud, unlawful activity, financial mismanagement, or other misconduct; and
2. The site must have a policy that requires all funds raised by an individual on behalf of the school to go directly to the school, not the individual who posted or advertised the fundraising request.

Additional Requirements and Regulations

Where a crowdfunding campaign requires the electronic transfer of funds, the building administrator in consultation with the business manager shall ensure that such transfer is made properly and in accordance with acceptable standards of practice. Where such transfer cannot be properly achieved, the campaign should not be approved.

The District reserves the right to refuse funds that have been raised through an approved crowdfunding campaign if it discovers that the project violated this policy or was in violation of the crowdfunding site's requirements, policies, or regulations.

The District reserves the right to terminate any pre-approved crowdfunding campaign for any reason or withhold approval for any crowdfunding campaign project for any reason.

Delegation of Responsibility

The Superintendent or designee shall ensure that procedures and guidelines are in place to monitor all crowdfunding requests. Building administrators will be responsible for forwarding all information to his or her staff. Building administrators are responsible for reviewing all crowdfunding requests and determining the appropriate response. The building administrator or designee shall review any ongoing crowdfunding campaigns to ensure compliance. The District's business manager shall ensure the proper recording and accounting of any funds or items received through a crowdfunding campaign and shall be notified of any unused funds and determine the most appropriate method of expending or returning any unused funds. These duties are intended as a guideline and in no way establish liability on the part of the District if a crowdfunding campaign fails to comply with District policies, state or federal law.

POLICY REFERENCE:
Policy 8230—Fund Raising Projects
Form 8240f—Crowdfunding Request Form

ADOPTED: 08/21/19

AMENDED:

Snake River School District 52, 103 South 900 West, Blackfoot, Idaho 83221

Form 23

Category: 8000 STUDENTS
Crowdfunding Request Form

Form Number: 8240f
Policy Title:
Effective Date: August 21, 2019

Crowdfunding requests must be made via a fully completed copy of this form.

Contact Person

Name: _____

Job Title: _____

Phone Number: _____ Email Address: _____

School: _____

Crowdfunding Website to be Used: _____

Target Amount of Fundraising and/or Items Requested: _____

Recipient Classroom, Program, and/or Activity: _____

Campaign Start Date: _____ End Date: _____

Please attach a copy of the exact language to be included in the post and/or advertising for the crowdfunding campaign.

Signature of Applicant

I have read and agree to abide by Policy 4530 Crowdfunding. I understand that I must have the written permission of the building principal before I begin this crowdfunding webpage or effort.

Name: _____ Date: _____

Signature: _____

Please select one:

_____ I have consulted the coordinator of technology and media service and the coordinator has confirmed the technology-related items the crowdfunding effort seeks to obtain are **acceptable**.

_____ I have consulted the coordinator of technology and media service and the coordinator has deemed the technology-related items the crowdfunding effort seeks to obtain **unacceptable**.

_____ This crowdfunding effort does not seek to obtain any technology-related items.

Please select one:

_____ I, the building principal, **authorize** this crowdfunding request.

_____ I, the building principal **decline** to authorize this crowdfunding request.

Name: _____ Date: _____

Signature: _____

Snake River High School Head Coach Evaluation

Name: _____

Position: _____

Years in District as Head Coach: _____

School Year: _____

C	A	NI	U	NA	Professional Responsibilities:
					Cooperates with building principal, assistant principal and athletic director.
					Operated within the rules and regulations of the Idaho High School policies and procedures.
					Made arrangements for all transportation.
					Held a player-parent meeting and went over the parent meeting checklist found in the SRHS athletic handbook. Signed and returned: A. Parent Meeting Checklist Form B. Roll Sheet or Acknowledgment of Receipt of the team handbook. C. Copy of team handbook and rules.
					Set clear team rules and guidelines.
					Has individual and team discipline.
					Set high standards for player conduct and sportsmanship.
					Made sure every coach on staff had First Aid/CPR training, St. Luke's Concussion Certification, NFHS Sudden Cardiac Arrest Certification, NFHS Student Mental Health and Suicide Prevention Course before the first practice.
					Made sure every coach on staff had a background check and cleared to coach from the Snake River School District Office.
					During the season, rode the bus, or one of the assistant coaches, to and from every contest or game. If you took two buses, you had a coach on each bus.
					Attended the 5 th district rules meeting for your sport.
					Attended the annual SRHS head coaches meeting.
					Filled out and turned in official's ballot in on time as directed by the 5 th District Board of Control.

C	A	NI	U	NA	Organizational Skills:
					Collected a Physical, Concussion Acknowledgment and Consent Form from every student on the first day of practice or tryouts.
					Turned in a Checklist Form to the athletic director with all player's names and grade level in a reasonable time frame.
					Made sure all players met the IHSA and school district eligibility requirements.
					Made sure every player paid their fees before the first contest or game.
					Followed purchasing procedures as outlined in school policy and the Athletic Handbook.
					Reported all transfer or foreign exchange students to the athletic director so that they could be cleared to play by the IHSA.

					Turned in a roster of player's names, numbers and positions before the first contest or game.
C	A	NI	U	NA	Coaching Performance:
					Planned, organized and conducted efficient practices.
					Utilized assistant coaches effectively.
					Professional knowledge and strategies of the game.
					Team and/or individuals have demonstrated an improvement in skills.
					Dresses appropriately for all practices and games.

C	A	NI	U	NA	Facilities:
					Organized and set up facilities before home contest. (Mats, paint field, nets, bleachers, score table, etc.)
					Turned off all lights, picked up all equipment and locked all doors after practices and games.
					Helped keep the training room and locker room clean and in order.
					Did not let students use the training room without the supervision of a coach.
					Works effectively with maintenance and custodial staff.

C	A	NI	U	NA	End of Season:
					Secured all equipment at the end of the season and stored them in your storage area.
					Turned in an end of season inventory list of all equipment.
					Filled out an IHSAA sportsmanship Self-Evaluation Form.

C= Commendable A= Acceptable NI= Needs improvement U=Unacceptable NA= Not

Applicable

Team Record:

Things to work on or comments:

Head Coaches Signature: _____

Date: _____



Snake River High School

Principal:
Ray Carter

922 West Highway 39
Blackfoot, Idaho 83221
(208) 684-3061

Assistant Principal:
Kyle Buttars

Athletic Director:
Robert Coombs

Purchase Order Procedure

Step 1: Get a bid or quote for the items to be ordered.

Step 2: The sponsor, head coach, and/or teacher must check to see if there is enough money to cover the purchase in order for the purchase order to be approved. Funds must be in the account before the Purchase Order will be approved.

Step 3: Fill out all Purchase Order information accurately including name, addresses, phone numbers, quantities, items, and prices. Make sure that you also include the number and name of the 750 account that the Purchase Order is requesting that money be withdrawn from.

Step 4: After the Purchase Order is filled out accurately, the sponsor/head coach, /teacher must sign the PO form.

Step 5: After the Purchase Order is filled out accurately, take it to department head for approval and signature.

Step 6: After the Purchase Order is filled out accurately, take it to administrator for approval and signature.

Step 7: Once the Purchase Order has been approved, order items and return the Purchase Order request with bid or quote attached to finance secretary.

THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL
INVOICE, PACKAGES AND SHIPPING PAPERS, PURCHASE
ORDER IS VOID WITHOUT THIS NUMBER.

P.O #

DATE:

SHIP TO:
SNAKE RIVER HIGH SCHOOL
ATTENTION:
922 WEST HWY 39
BLACKFOOT, ID 83221
208-684-3061
208-684-3074 FAX

750 ACCOUNT:	REQUESTED BY:	TERMS:
		NET 30 DAYS, UNLESS OTHERWISE SPECIFIED

ITEM #	DESCRIPTION	QTY	UNIT PRICE	TOTAL
			SUBTOTAL	
			TAX RATE	
			S&H	
			OTHER	
			TOTAL	

ISSUE CHECK -DATE CHECK NEEDED _____

 PAY WITH CREDIT CARD

☐ VENDOR WILL BILL LATER

ADVISOR OR TEACHER _____ DATE _____

DEPARTMENT HEAD APPROVAL _____ DATE _____

ADMINISTRATOR APPROVAL _____ DATE _____

SNAKE RIVER SCHOOL DISTRICT #52 IS A SALES TAX EXEMPT ORGANIZATION
FORM 28

TO BE COMPLETED IMMEDIATELY! The school employee who either witnesses the student injury or is supervising the student at the time of injury should complete this form. If possible the report should be submitted immediately to the Principal's office. Should other pertinent information develop, notify the principal's office by means of a supplemental report.	CORECIS Insurance Organizations STUDENT ACCIDENT REPORT This Report is for the confidential use of CORECIS and of attorneys for the School District and its employees in defending litigation.
--	--

SCHOOL DISTRICT:		SCHOOL:	
SCHOOL ADDRESS:		PHONE NO.	
STUDENTS NAME:	AGE:	GRADE:	
HOME ADDRESS:		PHONE NO.	
WHERE DID ACCIDENT OCCUR?		DATE:	TIME:
HOW DID ACCIDENT OCCUR?			
NATURE OF INJURY:			
FIRST AID APPLIED ☐ YES ☐ NO		BY WHOM? 	
DISPOSITION OF INJURED STUDENT (RETURN TO CLASS, HOME, DOCTOR, HOSPITAL)			
WERE PARENTS CONTACTED BY SCHOOL? EXPLAIN BELOW. ☐ YES ☐ NO			
COMMENTS:			
REPORT SUBMITTED BY:		POSITION:	
DATE:			

Athletic and Sportsmanship Philosophy



The interscholastic athletic program is an integral part of the total education and growth experience at Snake River High School. It provides an environment where the student may develop and refine athletic skills, test those skills through suitable competition and develop leadership and sportsmanship. Our athletic philosophy is designed to support and affirm the mission and belief statement of Snake River High School.

Participation in athletics is a privilege; athletes are expected to exhibit the highest level of conduct on and off the field. Sportsmanship is a number one priority at Snake River High School. Students, parents, spectators, athletes, and coaches are expected to conduct themselves in a positive manner, displaying good sportsmanship at all times at all athletic events. Students, parents, spectators, athletes, and coaches should treat opponents, game officials, and visiting spectators with respect. While winning and losing are components of interscholastic sports, competition and participation are emphasized at Snake River and are the means by which students are guided to integrate the values of respect for one's body, sportsmanship, loyalty, cooperation, respect for others, and fitness into their lives.

The following sportsmanship rules will be in effect for all regular season, district tournament, and state tournament events:

SPORTSMANSHIP RULES:

1. **Face Painting**- Full face painting is not permitted. Partial face painting is permitted such as small markings on the cheeks, nose, or forehead.
2. **Posters/Banners/Signs**- All signs must show only positive support. Those which direct negative comments towards opponents or are unsportsmanlike or vulgar are not permitted.
3. **Artificial Noisemakers**- Artificial noisemakers shall not be used. Exception: Cheerleaders (only) may use megaphones at football games. Artificial noisemakers are items such as (but not limited to) megaphones, air horns, bells, whistles, clickers.
4. **Balloons**- Balloons are not permitted at any IHSAA state playoff or championship event.
5. **Attire**- Bare chests are not permitted. Shirts must be worn.
6. **Inappropriate Behaviors**- The following are not permitted:
 - a. Throwing objects onto the playing area before, during, or after a contest.
 - b. Entering the playing area before, during, or after a contest.
 - c. Verbal harassment or derogatory remarks directed toward an opponent or official.

WHEN TO CHEER AND APPLAUD:

1. As your team comes onto the playing floor/field.
2. As your team is introduced.
3. When a player (yours or opponent) makes an exceptionally fine play.
4. When a substitution is made on your team. Cheer both the outgoing player and incoming player.
5. As encouragement and tribute to an injured player of either team.
6. When an opponent who has played spectacularly leaves the game.
7. As encouragement to own team whether on offense or defense.

WHEN NOT TO CHEER:

1. When an opposing player makes a mistake or the opposing team is being penalized.
2. When an opposing player is injured
3. If the opposing rooting section has already started a cheer or the opposing school band is playing. (A pregame conference between both cheer squads can help to avoid conflict with each other's effort.)
4. As announcements are being made over the public address system.

INAPPROPRIATE CROWD BEHAVIOR:

1. Displaying banners/posters that are directed toward opponents are negative, vulgar or display poor sportsmanship.
2. Throwing objects onto the playing area; creating distractions during introductions of opponents or during free throws.
3. Derogatory/harassing remarks that are directed towards an opponent or official. Such language includes taunting, baiting, trash talking, booing, chanting phrases such as "Air Ball" or "You! You! You!"
4. Pep bands playing during live ball situations (NFHS rule) or when opposing band is already playing. Bands and cheerleaders should coordinate their efforts.

PLAYERS RESPONSIBILITIES:

1. Accept and take seriously your responsibility as a player and role model and also recognize your privilege of representing your school and community. Practice good sportsmanship at all times- on or off the playing field or court.
2. Cooperate with your coaches and follow school and team rules of conduct as outlines in your student and athletic handbooks.
3. Shake hands with opponents and express your best wishes for success.
4. Exhibit a positive and enthusiastic attitude about the contest.

CHEERLEADERS RESPONSIBILITIES:

1. Serve as a support group for interscholastic activities.
2. Strive to boost school spirit, promote good sportsmanship and develop positive crowd involvement at all athletic contests.
3. Assist in the administration of the athletic contest.

COACHES RESPONSIBILITIES:

1. Demonstrate good sportsmanship and ethical behavior at all times.
2. Encourage respect for all activities and their values.
3. Help promote sportsmanlike crowd behavior during contests.
4. Refrain from using any profanity or abusive actions.
5. Refrain from making negative remarks to the news media.
6. Have and show respect for the opponents.
7. Display modesty in victory and graciousness in defeat.
8. Be responsible for the conduct of his/her players
9. Educate the student-athletes as to the rules and regulations of the game.
10. Establish sound training rules and expect players to follow them.
11. Develop leadership, initiative and good judgment among players.
12. Inform team of their responsibilities as contained in this document.

*****Rules and Guidelines adopted directly from the IHSAA Sportsmanship Manual**

*****Any individual violating the above Rules and Guidelines may be subject to removal from the Event**

Snake River High School

922 West Highway 39
Blackfoot, Idaho 83221

(208) 684-3061

Fax (208) 684-3074

SPORTSMANSHIP SELF-EVALUATION FORM

Name: _____

Date: _____

Sport/Level: _____

Please complete the following evaluation and submit to the Athletic Director at check out.

Please rate yourself in the following areas:

1. Needs improvement 2 Fair 3 Good 4 Very Good 5 Excellent

1. Encourage players to play within the spirit of the rules. 1 2 3 4 5

2. Encourage players to respect officials. 1 2 3 4 5

3. Encourage players to treat opposing teams with respect. 1 2 3 4 5

4. Encourage players to react properly to spectators. 1 2 3 4 5

5. Encourage players to handle winning and losing in an appropriate manner. 1 2 3 4 5

6. Supervise players in a manner that helps to prevent Sportsmanship Problems. 1 2 3 4 5

7. Set a proper example for players concerning sportsmanship. 1 2 3 4 5

8. The thing that I did this year for my team that most promoted sportsmanship was?

9. The area of sportsmanship that I could most improve in as a coach is?

10. The biggest problem that we had this year with sportsmanship was?
(Include your opinion- was this preventable?)

**MAINTENANCE REQUEST FORM
SNAKE RIVER SCHOOL DISTRICT #52**

ORDER NUMBER_____

DATE:

BUILDING:

PERSON MAKING REQUEST:

ROOM NUMBER OR LOCATION:

DESCRIPTION OF MAINTENANCE REQUESTED:

XXXXXXXXXXXXXXXXXXXXADMINISTRATORXXXXXXXXXXXXXXXXXXXX

APPROVED_____

SIGNATURE

DATE

NOT APPROVED_____

XXXXXXXXXXXXXXXXXXXXMAINTENANCE PERSONNELXXXXXXXXXXXXXXXXXXXX

APPROVED_____

NOT APPROVED_____

COMMENTS_____

MAINTENANCE PERSON

DATE

Checklist Form

Sport: _____

Head Coach: _____

Year: _____

Students Name: (Type last name first so they can be alphabetized)	Grade Level:	Physical Consent Concussion:	Eligibility:	Fee's:
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				

Students Name: (Type last name first so they can be alphabetized)	Grade Level:	Physical Consent Concussion:	Eligibility:	Fee's:
24.				
25.				
26.				
27.				
28.				
29.				
30.				
31.				
32.				
33.				
34.				
35.				
36.				
37.				
38.				
38.				
40.				
41.				
42.				
43.				
44.				
45.				
46.				
47.				
48.				

Community Use of School Facilities

Facility Use Applications, Guidelines for Rental of Facility:

Building principals or their authorized agent will be responsible for the scheduling of their buildings, lease agreements, assessment liability/indemnity agreements and collection of fees. All fees are to be turned into the District Office where they will be placed in a designated maintenance and operations account.

1. Organizations desiring to use school facilities must first fill out a lease agreement (and liability documents) accepting the terms under which the building usage is approved. They must indicate the specific facility room/area, the time period and date desired, the purpose of the activity and the group requesting such use. The district will not rent to individuals or groups who do not disclose the purpose of the rental. If they want to rent the auditorium, there is a specific auditorium lease agreement just for that. The secretary will assist in filling out these forms so that the proper fee amounts are listed and the proper liability documents are completed. Questions should be answered before the representative signs off. Both the principal/designee and the lessee must sign the agreement. All monies will be collected at the building where the rental occurs and deposited in a 750 building account labeled rental revenue.
2. Notice of termination of any agreement by either the lessee or District shall be made at least 24 hours in advance, except for weather related emergencies, or in the event any of the agreements on the part of the Lessee are violated, then it shall be lawful for the District to take full and absolute possession of said building and facilities rented and deny any future rental to said Lessee.
3. The organization or individual must designate a responsible adult(s) to provide focused supervision of all activities reasonably expected to be conducted on the premises the entire period of use. The designated contact person shall be responsible to see that participants and those attending the activity do not use unauthorized areas of the facility; shall report any safety concerns or property damage to the school representative; must be available to resolve any issues that arise during the event or that may be reported by school representatives; and must be sure the premises are in order, vacated and secured as scheduled. This person's name and contact number must be listed on the lease agreement.
4. Respect of facilities must be maintained. No functional alteration of the premises or functional changes in the use of premises shall be made without specific written consent of the District. The organization or individual must agree to pay for all damages resulting from their use of the facility. The school reserves the right to terminate a group's use of the building for refusing to compensate for damages, or to suspend a group's or individual's privileges for exhibiting undue disorder or disregard for property. School authorities reserve the right to require policemen or firemen to be present during the use of school facilities. The expense of these services would be the responsibility of the lessee.

5. Any school equipment to be used must be approved by the principal prior to its use. The person using it must be fully instructed in its operation and return it in good order.
6. School keys must remain in the possession of authorized district employees or designee. Only rooms and equipment listed on the lease agreement may be used, unless written permission from the principal or designee is given 24-hours in advance.
7. The District will provide garbage cans for the Lessee's group to use. The Leasing group should return furniture and equipment to its proper place and leave the facilities in order. Further clean-up will be done by a custodian. A \$20 fee may be charged to cover any extra work. Arrangements must be made in advance to be sure custodial services are covered. Building principals retain the right to deny use when a custodian is not available.
8. If a custodian is not on duty to open and close the building, principals will require the lessee to contract directly with a District-approved security agent to do this. This arrangement is made through the building secretary and a \$15 charge is paid directly to the agent.
9. If a kitchen is used, a District cook must be present and there will be a \$20 an hour fee charged for their services.
10. If the High School Auditorium is used, the lessee will be required to sign an Auditorium Use Agreement and hire a qualified District technician at \$10 an hour, plus pay for any other specified charges. If a technician is required at the Junior High auditorium, a \$10 an hour fee will be added.

Restrictions and Requirements:

1. User agrees not to discriminate against anyone on any basis pursuant to state and federal law.
2. Any user of school facilities shall comply with all state and local fire, health and safety laws.
3. No drugs, alcohol, or tobacco will be allowed on school property and lessee shall ensure that its agents or activity participants do not enter upon or perform any services on the Property while under their influence.
4. If schools close early in an emergency, all non-school activities are cancelled and District is not responsible to notify lessee.
5. School facilities may not be available during the summer because of maintenance and cleaning.

When considering facility use applications, the following should be taken into consideration:

1. The activity should not interfere with the schedule of normal activities of the school or District;
2. The content of the activity should be reasonably appropriate in a school setting;
3. The event is not in conflict with the health and safety of the District or community and does not violate any federal, state, or local ordinance;
4. The event may not be held in support of or opposition to any candidate or ballot measure.
5. The user agrees to follow all health and safety protocols outlined by the District.

The renting of school facilities will ordinarily be on a first-come-first-serve basis for eligible organizations, except that school-related activities shall have priority.

Types of Rentals:

Determination of the use of the facilities will be at the discretion of the building administrator. Use of the grounds must also be cleared with the Maintenance Department.

1. **BENEFICIAL:** There will NOT be a rental charge for groups or individuals providing educational benefit to the teachers or students of the District should the meeting or activity occur when a regular custodian is available to provide security and cleaning; if not, a \$20 fee will be charged to cover clean up. *If the building principal determines (at the time of application) that clean-up will exceed the scope of the regular custodian's on-duty hours, this cleaning fee may be charged. The facility must be returned to its original condition, less normal wear and tear. Lessee is responsible for garbage pickup and returning furniture to its original placement. Also, if a custodian is not on duty, the individual or organization must contract separately with a district-approved security agent for \$15 to open and close the building. A Hold Harmless Agreement for these groups should be signed and kept on file.

Examples: In-service meetings, classes for credit, civic groups, Scouts, 4-H, church groups, class reunions, charities which have tax-exempt status with IRS, and sporting programs for students (if they are charged a fee [camps, etc] and 50% or more are Snake River District students), the proceeds or donation must be run through the 750's accounts at the school for that program or it will be considered "for profit." (If these groups have liability insurance, the District should be given a copy.)

2. **PRIVATE GROUPS:** There will be a basic rental fee charged when a regular custodian is available to provide security and cleaning; if not, an additional \$20 fee will be charged to cover clean up. *If the building principal determines (at the time of application) that clean-up will exceed the scope of the regular custodian's on-duty hours, this cleaning fee may be charged. The facility must be returned to its original condition, less normal wear and tear. Lessee is responsible for garbage pickup and returning furniture to its original placement. Also, if a custodian is not on duty, the individual or organization must also contract separately with a District-approved security agent for \$15 to open and close the building. A Hold Harmless Agreement should be signed.

Examples: family gatherings, social functions. Government groups or other agencies may be assessed the Private Group rate, at the discretion of the principal.

3. **FOR PROFIT GROUPS:** A rental fee will be charged all "For-Profit" groups. These organizations will be required to sign both a Hold Harmless Agreement and a Waiver of Liability and Indemnity Agreement and provide a Proof of Insurance Certificate for a minimum of \$500,000. The facility must be returned to its original condition, less normal wear and tear. Lessee is responsible for garbage pickup and returning furniture to its original placement. If the building principal determines that clean-up will exceed the scope of the regular custodian's on-duty hours, the cleaning fee will be charged. A Hold Harmless Agreement and a Waiver of Liability and Indemnity Agreement with proof of insurance must be signed.

Examples: Fur Traders, Sales Groups, Dance Studio Camps, etc.

Snake River School District Building Usage Fee Schedule

Up to 3 Hours of Use

A Signed Facility Use and Rental Agreement is Required

Area	Beneficial \$0 Rental When Custodian on Duty	Private (See Liability Requirements***)	For-Profit (See Liability Requirements***)
	Fee charged when no custodian or at principal's discretion*	Plus \$20 cleaning/ \$15 security* When no custodian on duty or	Plus \$20 cleaning/ \$15 security* When no custodian on duty or
High School Gym, Fields/Facilities	(Cleaning) \$20 / \$15 (Security)	\$100	\$210
Jr. High/Elem. Gym	(Cleaning) \$20 / \$15 (Security)	\$50	\$150
Lunchroom	(Cleaning) \$20 / \$15 (Security)	\$45	\$130
Classrooms	(Cleaning) \$20 / \$15 (Security)	\$30	\$160
Kitchen	(Cleaning) \$20 / \$15 (Security)	\$20 (+ Cook @ \$20 hr.)	\$120 (+Cook @ \$20 hr.)
H.S. Auditorium	(Cleaning) \$20 / \$15 (Security)	\$75 (+ Tech @ \$10 hr.)*	\$360 (+Tech @ \$10 hr.)*
Jr.High Auditorium	(Cleaning) \$20 / \$15 (Security)	\$55 (+ Tech @ \$10 hr.)**	\$150 (+Tech @ \$150 hr.)*

(*Signed Auditorium User Agreement Required for the High School Auditorium, plus Technician and any additional charges)

(**Only if technician is needed to set up equipment at Jr. High.)

(LIABILITY***: The Science Building will not be available for rent because of safety concerns.)

The Board of Trustees and all employees of the District are to be held harmless against all claims, liabilities, damages, losses, actions, or causes of action that may be sustained to persons or property resulting from the occupancy and use of school facilities or equipment. All applicants must sign a Facility Usage Agreement and a Hold Harmless Agreement. For-Profit Groups must also sign a Waiver of Liability and Indemnity Agreement and provide a Proof of Insurance Certificate for a minimum of 500,000.

Use of School Facilities by District Employees:

(see comments under Types of Rentals Beneficial re Camps)

Employees using the school facilities for commercial gain must file an application and fees will be assessed in accordance with the adopted For-Profit fee schedule. A signed Facility Usage Agreement and required liability forms are expected.

Employees using school facilities for personal reasons must have prior written approval of the building principal with signed Facility Usage and Hold Harmless Agreements. They will be charged at the Private Individual rate.

Procedure History:

Promulgated on: February 18, 2014

Revised on: November 16, 2022

Reviewed on:

Snake River School District #52

Community Use of School Facilities (Facility Usage)

The district recognizes the capital investment the community has in school buildings and facilities and believes such facilities should be used by responsible organizations, associations, and civic groups for educational, cultural, civic and recreational activities outside school hours, or when it doesn't interfere with school activities. The district will also cooperate with authorized agencies, such as the Red Cross, the National Guard and Civil Defense, to make its facilities available during community emergencies.

Major operational costs while the facility is being used should be at the expense of the lessee and not the expense of the school district. Use of Snake River School District #52 facilities is offered as a service to the community and the amount charged is not designed to make money through rental fees. These charges are for recovery of major operational costs only, unless the individuals or groups are requesting use for commercial purposes.

It shall be the policy of the Board that use of school property may be granted to persons or organizations upon application to the administrator/designee of the facility. The superintendent or his designee is authorized to determine rental fees to be assessed for the usage of school facilities and equipment. All fees are to be collected at the building where the rental occurs and deposited in a 750 building account labeled rental revenue, turned into the District Office where they will be placed in a designated maintenance and operations account. The superintendent or his designee also has the authority to reject any or all applications for rental or use of district facilities or equipment. Each building administrator/designee is given the discretion of determining the appropriate use of their building according to established procedure and may also terminate or suspend a group's use of their building for refusing to compensate for damages or for their exhibiting undue disorder or disregard for property.

All building and facility usage is subject to the following provisions and the guidelines outlined in established procedure:

1. The organization or individual must sign a Facility Use and Rental Agreement accepting the terms under which the building usage is approved along with a Hold Harmless Agreement. Where applicable, the individual or organization must also sign a waiver of Liability and Indemnity Agreement and provide proof of insurance with minimum liability coverage of \$500,000 per occurrence. Organizations wanting to use the High School (and, when appropriate, the Jr. High) Auditorium, must also sign an Auditorium Agreement.
2. The organization or individual must agree to pay for all damages resulting from their use of the facility.
3. The Board of Trustees and all employees of the district are to be held harmless against all claims, liabilities, damages, losses, actions, or causes of action that may be sustained to persons or property resulting from the occupancy and use of school facilities and/or equipment.
4. The district's first concern is for the safety of the students, patrons, and guests using the facilities; therefore, the organization or individual must designate responsible adult(s) to be present the entire time for the purpose of providing focused supervision and to act as a contact person in case of an emergency. This includes: When driving in areas not designated as a parking lot, a spotter must be present at all times.
5. The organization or individual granted use of the district's facilities must follow all policies, rules and regulations of the board regarding the use of the district property and the conduct of persons in or on district property or facilities.

Legal References:	I.C. § 33-601	School Property - Real and Personal Property —Acquisition, Use or Disposal of the Same
	I.C. § 33-602	Use of School Property or Buildings for Senior Citizen Centers
	I.C. § 74-604	Public Funds Prohibited
	<i>Lamb's Chapel v. Center Moriches Union Free School District</i> , 508 U.S. 384 (1993).	

Policy History: Adopted on: February 18, 2014 Revised on: November 16, 2022

Snake River School District #52
COMMUNITY RELATIONS

4210F1

Facility Use and Rental Agreement

I, _____, representing _____ agree to these conditions in order to use/rent the _____ at _____.

The use/rental date is _____ from _____ to _____. (Fee is for 3-Hours)

Type of activity is _____.

Also has approval for: _____ (Equipment)

AGREEMENT CONDITIONS:

1. In consideration of the payment of rent and the mutual-agreement hereinafter contained, the District hereby leases and demises to the Lessee the requested premises for a specified number of hours. All fees are due fifteen (15) days prior to the event. LESSEE AGREES TO PAY A BASIC RENTAL FEE OF: \$_____
2. No cleaning fee will be charged for any Category (#1, #2, #3) if meetings or activities occur when a regular custodian is on duty to clean the area and to open and close the building, unless it is determined by the principal at the time of application that clean-up will be beyond the scope of the custodian's hours and then a fee may be charged. This fee will be in addition to the rental fees charged to Categories #2 and #3. The district will provide garbage cans for the lessee's group to use and the lessee also agrees to return furniture and equipment to its proper place and leave the room in order. Further clean-up will be done by a custodian. Should the meeting or activity be scheduled on Saturday, or when a custodian is not on duty, Lessee agrees to pay a designated security agent \$15 (contracted separately) to open and close the building.

(Security to open/close, if necessary: Paid to _____ \$_____

LESSEE AGREES TO PAY THE ASSESSED CLEANING FEE OF:
_____ (per Custodial Supv.) \$_____

3. LESSEE AGREES TO PAY CHARGES ASSESSED FOR:

(List, if other*: \$_____)

- If the kitchen is used, a cook must be present and a \$15 an hour fee will be charged.
Fee: \$_____
 - Other expenses such as specialized equipment (body mics) or policemen/firemen.
Fee: \$_____
4. LESSEE HEREBY AGREES TO, and by these presents does, hold the District harmless against any and all claims, liabilities, damages, losses, accidents, or causes of accidents that may be sustained to persons or property resulting from the occupancy and use of the above described premises by the Lessee. Science Building not available for lease.

Signed Hold Harmless Agreement is received and attached.

(Principal/Designee Initial): _____

For-Profit Groups must sign a Waiver of Liability and Indemnity Agreement and provide a \$500,000 Proof of Insurance Certificate to attach to this document.

(Principal/Designee initial): _____

5. LESSEE AGREES TO designate a responsible adult(s) (Contact) to provide focused supervision of all activities reasonably expected to be conducted on the premises the entire period of use. This includes: When driving in areas not designated as a parking lot, a spotter must be present at all times. The designated contact person shall be responsible to see that participants and those attending the activity do not use unauthorized areas of the facility; shall report any safety concerns or property damage to the school representative; shall be available to resolve any issues that arise during the event or that may be reported by school representatives; and must be sure the premises are in order, vacated and secured as scheduled. This person's name and contact number must be listed on the lease agreement.

Contact Name: _____ On-Site Contact Phone #: _____

District Contact #: _____

6. LESSEE AGREES TO pay for any and all damages which may occur to the property and/or facility as a result of this agreement. The school reserves the right to terminate a group's use of the building for refusing to compensate for damages, or to suspend a group's/individual's privileges for exhibiting undue disorder or disregard for property.
7. LESSEE AGREES NOT TO DISCRIMINATE against anyone on any basis pursuant to state and federal law.
8. LESSEE SHALL COMPLY with all state and local fire, health and safety laws while using the facilities.
9. LESSEE AGREES that no drugs, alcohol, or tobacco will be allowed on school property and shall ensure that its agents or activity participants do not enter upon or perform any services on the Property while under their influence.
10. This Usage Agreement is for specific rooms/areas and for specific times. If more time is needed or if other rooms/areas are needed, it is understood that prior arrangements must be made at least 24 hours in advance.
11. Any school equipment to be used must be approved by the principal prior to its use. The person using it must be properly instructed in its operation and return it in good order.
12. If schools close early, all non-school activities are cancelled and district is not responsible for notifying lessee.
13. Notice of termination of any agreement by either the lessee or district shall be made, if possible, at least 24 hours in advance, except for weather related emergencies, or in the event any of the agreements on the part of the Lessee herein above contained are violated, then and in that event, it shall be lawful for the District to take full and absolute possession of said building and facilities rented and deny any future rental to said Lessee.

Signature of Organization/Individual (Lessee)

Date

Signature of School Official (District)

Date

Snake River School District #52

COMMUNITY RELATIONS

4210F2

Facility Usage Auditorium User Agreement

I _____ (name of person, Lessee) representing _____ (name of organization) do hereby agree to the following conditions for the use of the Snake River High School/Jr. High Auditorium.

The use/rental date(s) is/are _____ from _____ to _____ (Fees are for 3 Hours).

Type of activity: _____

Event supervisor(s) will be: _____

Contact # is: _____

This is the person who will be in charge of specifically supervising the participants and premises during the event.

CONDITIONS:

1. Lessee agrees to hire a certified lighting/sound technician from the list of approved technicians at a rate of \$10 per hour up to \$100 per event. (The approved list of technicians can be obtained from the Snake River High School front office.) Any additional technicians needed to run the light board, soundboard or spot lights must also come from the approved list and be paid at the same rate.
2. Lessee agrees to check all doors leading out of the auditorium, including emergency access exits and workroom and dressing room exits at the end of the event.
3. Lessee shall make certain all lights are turned out in the house area on stage and in the back dressing rooms at the end of the event.
4. Lessee agrees to manage or move the stage curtains only through the use of the pulleys or draw strings in the back of each curtain. (Pulling the curtains by the fabric tears the curtains and ruins the braking system on the tracts above.)
5. Lessee agrees to completely remove any decor put up for their event. Lessee agrees not to attach any decorations to the curtains or the bars or tracks the curtains are attached to. Other empty bars may be used.
6. Lessee agrees to take out the trash from the stage, dressing room, and audience areas at the end of the event.
7. Lessee agrees to remove any other props or objects brought in for the event at the end of the event so that the area is clear and empty for the immediate use by other groups the following day.
8. Lessee agrees to repaint the floor flat latex black, if the stage has been changed by its group in color or texture. This is to be done immediately so that another group may use the stage the following day. Paint and rollers for this are available, but needs to be arranged with the Drama director at the high school ahead of time so that the supplies are available.

9. Lessee agrees to return the screen to the up position, and, if the projector is used, make certain it is turned off and the remote control devices for the projector are secured in the utility closet. A key to this closet will be provided, if needed.) A laptop is available for power point presentations, DVD film presentations, or internet access applications. An additional technician will be necessary if you need assistance using the projection equipment.
10. A rental fee of \$25 will be charged for the use of each wireless body microphone. Other microphones can be used without the additional rental cost. A CD player is also available for use. All sound equipment must be managed by a certified technician.
11. In the event that any of the above points of agreement are not observed, Lessee agrees to pay restitution for any costs incurred because of the violation. (Please be aware that sound, lighting, curtains and other theater equipment can run in the thousands of dollars.)

Signature of Organization/Individual Lessee

Printed Name

Address

Phone Number

Signature of School Official (Lessor)

Date

Hold Harmless Agreement for Use of Buildings and Facilities

READ THIS DOCUMENT CAREFULLY – BY SIGNING THIS AGREEMENT, YOU GIVE UP CERTAIN RIGHTS AND ASSUME CERTAIN RESPONSIBILITIES:

I, _____, an agent or officer, acting for and on behalf of
_____ (organization) for and, in consideration of the use of the facilities of
Snake River School District #52, located at: _____ (Building or Facility)

1. To indemnify and hold harmless the School District, its agents, employees and assigns from all manner, action or actions, cause or causes of action, suits, injuries or any other claims or demands that may arise from any act or omission by an employee, agent, representative or any person acting for or on behalf of said School District concerning any claim, cause of action, suit, injury or demand arising out of the organization's use of the facilities of said school district.
2. Neither the undersigned nor the organization which it represents shall be entitled to contribution or Indemnification, or reimbursement for legal fees and/or expenses from the School District for any action, cause, suit, claims or demands brought against the organization arising out of the use of the facilities of the School District.
3. To immediately notify the School District of any conduct or circumstances which bring about injury to persons or tangible property, describing the injury or damage to tangible property, stating the time and place the injury or damage which occurred, and stating the names of all persons involved.
4. To reimburse the School District any and all damages or losses caused by the organization's use of the school facilities, and agrees to promptly pay for said damages. Prompt payment shall mean within thirty (30) days of completion of the event.
5. In the event the School District shall be required to initiate legal action to enforce any and all terms of this agreement, the undersigned, on behalf of its organization, agrees to reimburse the School District for all legal expenses and costs reasonably incurred.
6. This agreement may not be changed orally, but only by an agreement in writing and signed by the party against whom enforcement of any waiver, change, modification or discharge is sought.
7. This agreement shall be governed by the laws of the state of Idaho.
8. In the event any provision of this agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this agreement.

This agreement shall be binding on the heirs, personal representatives, successors and assigns of the parties to this agreement.

DATED this _____ day of _____, 20____ at Blackfoot, Idaho.

School Official Representing District #52

Signature of Person Responsible

Waiver of Liability and Indemnity Agreement

I, _____, an agent or officer, acting for and on behalf of _____ (organization) for and, in consideration of the use of the facilities of Snake River School District #52, located at: _____ (building or facility)

Do by this document agree, on behalf of myself and the organization which I represent, to indemnify and hold harmless any employee, officer, servant, or agent of the School District, including elected or appointed officials, and persons acting on behalf of the School District, whether with or without compensation, from any and all manner of action or actions, cause or causes of action, suits, injuries, or any claim or demands arising out of the use of any facility of Snake River School District #52.

THE UNDERSIGNED FURTHER AGREES TO:

1. To indemnify and hold harmless the School District, its agents, employees and assigns from all manner, action or actions, cause or causes of action, suits, injuries or any other claims or demands that may arise from any act or omission by an employee, agent, representative or any person acting for or on behalf of said School District concerning any claim, cause of action, suit, injury or demand arising out of the organization's use of the facilities of said school district.
2. To provide the School District with proof of insurance in the form of a Certificate of Insurance. The Certificate of Insurance must show a minimum limit of liability coverage of \$500,000 per occurrence. The Certificate of Insurance must also evidence coverage and name the School District as an Additional Insured. A copy of the Certificate of Insurance must be attached to this agreement and submitted to the building principal fifteen (15) days prior to using or occupying the premises. The amount of Insurance coverage per occurrence can be modified as determined appropriate by the board.
3. Neither the undersigned nor the organization which it represents shall be entitled to contribution or indemnification, or reimbursement for legal fees and/or expenses from the School District for any action, cause, suit, claims or demands brought against the organization arising out of the use of the facilities of the School District.
4. To immediately notify the school District of any conduct or circumstances which bring about injury to persons or tangible property, describing the injury or damage to tangible property, stating the time and place the injury or damage which occurred, and stating the names of all persons involved.
5. To reimburse the School District any and all damages or losses caused by the organization's use of the school facilities, and agrees to promptly pay for said damages. Prompt payment shall mean within thirty (30) days of completion of the event.
6. In the event the School District shall be required to initiate legal action to enforce any and all terms of this agreement, the undersigned, on behalf of its organization, agrees to reimburse the School District for all legal expenses and costs reasonably incurred.
7. This agreement may not be changed orally, but only by an agreement in writing and signed by the party against whom enforcement of any waiver, change, modification or discharge is sought.

8. This agreement shall be governed by the laws of the state of Idaho.
9. In the event any provision of this agreement shall be held Invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this agreement.

This agreement shall be binding on the heirs, personal representatives, successors and assigns of the parties to this agreement,

DATED this ____ day of _____, 20____ at Blackfoot, Idaho.

School Official Representing District #52

Signature of Person Responsible

Organization