

# La Plata R-II School District



## Student Extra-curricular Handbook

“Home of the Bulldogs”



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DISCRIMINATION AND/OR HARASSMENT: The La Plata R-II School District is committed to maintaining a workplace and educational environment that is free from discrimination and harassment in admission or access to, or treatment or employment in, its programs, services, activities and facilities. In accordance with law, the District does not discriminate on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law in its programs and activities. Additionally, in accordance with law and Board of Education Policy, no person shall be excluded from participation in, denied benefits of, or otherwise be subject to discrimination under federal financial assistance from the U.S. Department of school nutrition program for which the district receives of Agriculture (USDA) Food and Nutrition Service. School nutrition programs include the National School Lunch Program, Special Milk Program, School Breakfast Program and Summer Food Service Program. In addition, as required by law, the District provides equal access to the Boy Scouts and Girl Scouts of America or any other designated youth groups. The following person has been designated as the District's Compliance Coordinator to handle inquiries or complaints regarding the District's non-discrimination policies: District Compliance Officer, Dr. John Wiggans, Superintendent of Schools, 660-332-7001.

Complete copies of the La Plata R-II School District Policies and Regulations related to discrimination and/or harassment may be obtained from the building principal or the Office of the Superintendent. Additionally, District policies and the District's annual notices are also available on the District website at: <http://laplata.k12.mo.us/>.

For further information about anti-discrimination laws and regulations, or to contact the Office for Civil Rights in the U.S. Department of Education (OCR) regarding the District's compliance with anti-discrimination laws and regulation, please contact OCR at One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), or (877)521-2172 (telecommunications device for the deaf), or [ocr.kansascity@ed.gov](mailto:ocr.kansascity@ed.gov) (email).

## COACHES/SPONSORS

Assignment	Name
Athletic Director	Steve Lightle/Matt Safley
Fall/Spring Baseball	Matt Safley
Assistant Baseball (Fall/Spring)	Brock Jones
Softball	Wendi Travis
Assistant Softball	Summer Wood
Boys/Girls Golf	Rabbi (Stan) East/Kayla Belt
Jr. High Girls Basketball	Tanner Herron
Jr. High Boys Basketball	Tanner Herron
H.S. Girls Basketball	Chad Ziegler
Assistant H.S. Girls Basketball	Steve Lightle
H.S. Boys Basketball	Chad Ziegler
Assistant H.S. Boys Basketball	Tanner Herron
Cross Country	Josh Woodward
Jr. High Girls/Boys Track	Josh Woodward
H.S. Girls/Boys Track	Stefanie Davidson
H.S. Girls/Boys Track	Nancy Green
Jr. High Cheerleading	Nancy Green
H.S. Cheerleading	Nancy Green
Marching Band	Andrew Fries
Web Page	Janice Bane
FBLA	Janice Bane
BETA	Kayla Belt
FCCLA	Jessica Hulett
"L" Club	Josh Woodward
FFA	Jeana Curtis
Science Club	Alyssa Grimes
Art Club	Julie Smith
Drama Club	Andrew Fries
Student Council	Mariah Lock
Jr. High Academic Bowl	Billy Pippin
H.S. Academic Bowl	Mary Feldkamp
Yearbook	Janice Bane
Color Guard	Tracie Promnitz

## **MISSION STATEMENT OF THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION (MSHSAA)**

The following mission statement was adopted by the membership in the 1994 annual election.

“The MSHSAA promotes the value of participation, sportsmanship, team play, and personal excellence to develop citizens who make positive contributions to their community and support the democratic principles of our state and nation.”

The La Plata R-II School District is a member of the MSHSAA. As a member of this association, the La Plata R-II School District abides by all its rules and regulations.

MSHSAA Policies are available at the District Office or online at [www.MSHSAA.org](http://www.MSHSAA.org)

## **STUDENT EXTRA-CURRICULAR ACTIVITIES**

The opportunity for participation in a variety of student activities is a privilege that carries with it responsibilities to the school, activity, student body, community, and the student. La Plata R-II student activities are considered an integral part of the school's program of education which provides experiences that will help to develop young men and women physically, mentally, socially, and emotionally.

## **TRI-COUNTY CONFERENCE**

La Plata R-II is a member of the Tri-County Conference. Member schools are Atlanta, Bevier, Brashear, Bucklin/Macon County, Green City, Linn County, Meadville, Novinger, and La Plata. The Tri-County Conference offers athletics in the fall for High School baseball, softball, and Jr. High girls and boys basketball. In the winter the conference offers High School girls & boys basketball. In the spring, the conference offers Jr. High girls and boys track and H.S. girls and boys track. High School girls/boys golf and boys/girls cross country are offered, but are not conference activities.

## **ATHLETIC PHILOSOPHY**

The athletic program in the La Plata R-II School District is recognized as an integral part of the total educational program. As such, it is meant to provide learning experiences for the students who participate. Athletic competition should teach students to be successful in our society by developing habits, attitudes, values, and ideals necessary for ethical competition and cooperation. It should also provide for the unique opportunities to develop self-discipline, self-sacrifice, pride, and loyalty. This district encourages students to participate in extra-curricular activities.

It is recognized that the athletic program of this district provides a focal point to which the interest and enthusiasm of the student body is directed. Athletic programs will often affect the overall school attitudes based on its athletic representatives. School spirit and loyalty on the part of non-participating students develop as a by-product of school extra-curricular activities.

## HAZING AND BULLYING

In order to promote a safe learning environment for all students, the La Plata R-II School District prohibits all forms of hazing, bullying and student intimidation. Students participating in or encouraging inappropriate conduct will be disciplined in accordance with district Policy JG-R. Such discipline may include, but is not limited to, detention, in-school suspension, out of school suspension or expulsion from school. Students who have been subjected to hazing or bullying or who become aware of hazing or bullying are instructed to promptly report such incidents to a school official.

In addition, district staff, coaches, sponsors and volunteers shall not permit, condone or tolerate any form of hazing or bullying or plan, direct, encourage, assist, engage or participate in any activity that involves hazing or bullying. District staff will report incidents of hazing and bullying to the building principal. The principal shall promptly investigate all complaints of hazing and bullying and shall administer appropriate discipline to all individuals who violate district Policy JFCF. District staff that violates district Policy JFCF may be disciplined or terminated.

For additional information regarding hazing and bullying refer to district Policy JFCF.

## **EXTRA-CURRICULAR ACTIVITIES POLICIES**

### ELIGIBILITY REQUIREMENTS FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES UNDER CONTROL, DIRECTION, OR SPONSORSHIP OF THE M.S.H.S.A.A.

**STATEMENT OF ACADEMIC ELIGIBILITY PHILOSOPHY**- Participation in high school activities is a valuable educational experience and should not be looked upon as a reward for academic success. Students with low academic ability need the educational development provided through participation in activities as much as students with average or above average ability. Activity participation should be for all students making appropriate progress toward graduation and otherwise in good standing.

In addition to meeting all requirements of the MSHSAA, a student must make a passing grade in all classes from the previous quarter. First quarter eligibility will be based on grades from the fourth quarter from the previous school year.

If a student is ineligible because of grades, it will be up to the coach and principal to let the students participate in practices. Also students must be good citizens per MSHSAA policy standards in order to represent La Plata School District in any activity.

**\*\*\*\*\* IT IS THE RESPONSIBILITY OF THE STUDENTS, PARENTS/GUARDIAN'S TO READ "HOW TO PROTECT YOUR HIGH SCHOOL ELIGIBILITY"---- These are given to each athlete by the head coach. Extra copies can be picked up in the athletic office.**

**If there are any questions concerning eligibility talk to the principal, counselor, or athletic director.**

### PARENTAL PERMISSION

Prior to each year of extracurricular activities participation, a student shall furnish a statement, signed by the student's parents or guardians, which grants permission for the student to participate in extracurricular activities.

### STUDENT ACKNOWLEDGEMENT OF TEAM POLICIES

Student signature is needed to verify that the student/athlete has read and understands all team policies.

### PHYSICAL EXAMS, CONCUSSION STATEMENT, AND INSURANCE FOR STUDENTS PARTICIPATING IN ATHLETICS

a. The school shall require of each student participating in athletics a certificate of an issued physical signed and authorized by a physician, or a nurse practitioner or a physician's assistant in collaboration with a physician stating that the individual is physically able to participate in athletic practices and contests of his/her school. A student shall not be permitted to practice or compete for the school until a complete, signed certificate is on file at the school. The medical certificate is valid for the purpose of this rule for 2 years from the date of issue unless noted otherwise by the physician.

b. A parent or guardian signature is needed for authorization for treatment, release of medical information, proof of basic health/accident insurance coverage, and to represent his/her school in interscholastic athletics each year. A student shall **not** be permitted to practice or compete for a school until it has verification that he or she has basic health/accident insurance coverage.

c. The district will require a release from a licensed healthcare provider trained in the evaluation and management of concussions before allowing a student to participate in athletics if the district is aware of an injury or illness that could be exacerbated by participation.

d. The parents or guardian and student need to sign to verify that they have read and understand the MSHSAA materials on Concussion and Brain Injury, which includes information on the definition of a concussion, symptoms of a concussion, what to do if the student has a concussion, and how to prevent a concussion.

### SUMMERTIME DEAD PERIOD

All member schools shall establish a summertime dead period for all MSHSAA-sponsored activities which meets the requirements listed below:

A period of defined length in which no contact takes place between school coaches/directors of MSHSAA-sponsored activities and students enrolled in the member school, or who will be enrolled in the member school during the next school year. Further, during the dead period school facilities are not utilized by enrolled students in connection with any sport or activity governed by MSHSAA. The dead period is a "no school activities time"; no open facilities, competitions, practices, conditioning, weight training; no activity-related functions or fundraisers, camps or clinics at school facilities or sponsored elsewhere by the school; no



coaches/directors or students may have planned contact other than casual, normal community, non-activity contact. The school dead period must be the same for all sports and activities. While there may be sports activities during this time, they must not involve the school coach, the school or school facilities.

### DECLARATION OF PRIORITY SPORT

Students wishing to participate in more than one sport during the same season must declare their priority/secondary sport. Each student must meet the eligibility requirements (conditioning practices) of each sport before they can participate in each specific sport

### CONDITIONING REQUIREMENTS FOR ATHLETICS

Each team must have 14 days of conditioning practice and each individual must have participated in 14 school conditioning practices on 14 different days prior to the date of the first interscholastic contest in all sports. This requirement shall be met if a student has been a member of another school sports squad immediately preceding the sport season, has been actively practicing with the sport team, has had 14 days of physical conditioning and begins physical conditioning practice with the new sport team with no more than seven calendar days having passed between the two sports before beginning practice.

### SPIRIT CONDITIONING REQUIREMENTS

Each TEAM must have a minimum of 14 days of conditioning practice and each individual must have participated in a minimum of 14 school conditioning practices on 14 different days during the three consecutive weeks immediately preceding the first calendar date on which the first cheering activity is scheduled.

### ATTENDANCE AND PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

In order for a student to be eligible to participate in contests in an extra-curricular activity, that student must be in attendance for a full day the day of the activity, and they must also be in attendance for a full day the day following the activity unless the activity is on Friday, or there must be prior approval by the principal. Students absent during the day are not eligible to attend extra-curricular activities that night (ball games, dances, etc.). A student may not participate in any practice when he or she has been absent from school that particular afternoon (5<sup>th</sup>-8<sup>th</sup> hour) unless excused by the principal. Any exceptions to this policy must be approved by the principal.

### STUDENT SUSPENSION

Students who serve in-school or out-of-school suspension are not eligible to participate in or attend extracurricular/athletic practices, games, or events that day. It must be further stated that the conduct that earned the student suspension may be determined to be conduct unbecoming and result in a period of ineligibility beyond the student's suspension as set forth in the student eligibility rules found in the Citizenship Guidelines.

## INAPPROPRIATE LANGUAGE

Because the athletic programs in the La Plata R-II School District are public in nature and recognized as an integral part of the total educational program, the athletes that participate in these programs must always pay attention to how they represent the school and community. Use of proper language during practices, contests, and in the school setting is very important. Swearing, improper, and abusive language will result in disciplinary action. Criticism and insults of other teams and/or their players, officials, and fellow team members will also result in disciplinary action. It is important that the student/athletes help make the athletic programs among the most respectable in the state.

## BANQUETS

The Bulldog Backers in conjunction with La Plata R-II School District sponsors the athletic banquets that are held throughout the year. Three banquets are held throughout the year at the elementary gym:

1. Fall Baseball, Softball, and Girls Golf
2. High School Basketball, Jr. High Basketball, and Cheerleaders
3. Spring Baseball, Jr. High and H.S. Track, Academic Bowl, and Boys Golf

The head coaches and cheerleading sponsor will recap the season and hand out awards to the players, managers, etc.

## LETTERING POLICIES

A player will be eligible for a Varsity Letter when he/she participates and completes the season of high school sports. They must be in attendance at all practice sessions and games or contests, except for absences caused by illness and unless he/she is given permission to be absent. He/she must have proper attitude toward his/her teammates, the game or contest, opponents, coaches, and officials. He/she must have a good conduct record in school. The head coach and administration will determine the eligibility of students for letter awards. Injuries and other circumstances beyond the control of the student will be taken into consideration. Failure to meet eligibility standards will be considered failure to complete the season. It is the responsibility of the head coach to notify students and parents of the policy. Each athlete must attend the athletic banquets to receive his/her letters, unless excused by the head coach.

## HIGH SCHOOL

1. First time a student earns a letter he/she will receive a Big "L" for high school and a bar.
2. The next time a student letters they will receive a bar.
3. If a student earns a letter for the first time in a particular sport he/she will receive a pin for that sport.
4. A student will only receive one "L" for high school. (Example) If a student has received a high school letter for basketball, but has lettered the first time in baseball he will receive a bar and a baseball pin.
5. Each student will receive a certificate for each sport.

6. Managers will receive a certificate, a managers "L", a bar, and a manager pin. They will receive a bar thereafter.

It is the responsibility of the head coach to hand out the proper awards and also give a list of names for certificates to the high school secretary.

### TRAVEL IN BUSES

The following policies will be in effect for trips.

1. Students must travel on the bus unless the student's parent/guardian obtains the administrator/sponsor permission for the student to travel separately prior to the activity and provides a written note.
2. Students will be expected to conduct themselves in an orderly manner that would include:
  - a) Conversing in normal tones.
  - b) Unnecessary conversation with the driver is prohibited.
  - c) Students should never stand on the roadway while waiting for the bus.
  - d) Singing of inappropriate songs is prohibited.
  - e) Remaining in their seats. Keeping their feet on the floor.
  - f) Being courteous and obeying the coach and driver at all times.
  - g) No scuffling or horseplay.
  - h) Radios with earphones only.
  - i) Any damage on bus must be reported at once.
  - j) The use of tobacco and profane language is prohibited.
  - k) Students shall not throw any object from the bus or within the bus.
  - l) Emergency doors are to be used only in case of emergency.
3. Food and drink are allowed on the bus; it is the students and sponsors responsibility to clean-up after the bus arrives back on campus.

### STUDENT TRANSPORTATION:

If a student arranges his/her own transportation to and from school related activities, supervision by La Plata R-II School District will not begin until the school has custody and control over the student. La Plata R-II School District will not be supervising the transportation of such student when the student provides his/her transportation. When the school is providing transportation to and from extra-curricular/school events, students will be required to travel with the group/team. In the event students provide their own transportation, parents/guardians will need to get permission from the administrator/sponsor prior to the activity and provide a written note.

### ADDITIONAL REQUIREMENTS

In addition, each head coach may issue additional requirements for eligibility relative to that particular sport. Included in these rules shall be practice attendance requirements and other training rules. These requirements will be presented to the athlete and parents at the beginning of the sports season as well as with the principal and athletic director.

# **Commitment**

Commitment is the intangible ingredient that defines great athletes, coaches, and programs. Commitment is about a lifestyle or a philosophy. It's not just something you can turn on and off. There have been some great athletes who are perceived as not being committed (but just have incredible "talent"). But by and large, the truly superior competitors are all committed.

Commitment is hard to define in terms of actions or thoughts, but it is very easy to see athletes or coaches who do it every day. We all know players and coaches who are very committed to what they do. Likewise, it is very easy to recognize individuals who cannot (or will not) commit to their "supposed" goals. Committed athletes try and try and try and never give up trying. They arrive early and stay late, and are never afraid to admit when they need help or listen to someone who might be able to help them.

Committed athletes do not let their egos get in the way of learning how to become better. They think about what other athletes do and study any and all information they can in order to find a way to perform better. Simply put, committed athletes find a way to get better – they don't make excuses for poor play.

The reason it is so hard for many athletes to commit to their pursuit (whatever that pursuit may be) is that it requires incredible energy and time. This time and energy often means they must neglect other parts of their life. Some athletes simply are not willing to do this.

The main reason, in my opinion, for non-commitment is that athletes, and people in general, are part of a society that needs immediate gratification. When gratification doesn't occur, they change their course of action instead of committing to the one already laid out. It is much easier to think that what is being tried is "wrong" or that there is "a better way" instead of sticking to what is currently being tried. But that is what commitment is all about – sticking to a plan and giving it time to produce rewards. Instead, people want to change or try a new way in the hope that "maybe this will work". But, it doesn't. At least not for the long-term. Change is about short-term success; commitment is about long-term success (in athletics AND in life). So, let's take a look at being committed.

Are you committed or do you change too much? Following are examples of what I believe commitment and change look like. It is important to remember that along the way to becoming great, change is necessary. But, the amount of change is much less than the amount of commitment and most athletes have these two exactly opposite. As you look through these examples, try to give yourself an honest assessment of whether you change too much or if you are truly committed to becoming great.

*If you do these, you are committed to becoming great:*

- You arrive early and/or stay late for practice hoping to hone skills more than the next person.
- You have a plan for your practice time and do not just “show up” for practice.
- You constantly assess your progress and keep pushing yourself to improve even the smallest of details.
- You are willing to learn from those capable of teaching you. You thrive on constructive criticism and use it to make you better.
- You are not worried about your “image” when it comes to practicing “the basics” or working on the “boring” parts of your sport.
- You read books, watch videos, or watch others’ games and practices on your own time.
- You have a “master plan” that will eventually lead you to great performances. This plan was developed by you and others on your team, especially your coach.
- You don’t let one poor performance change your dedication or what you are working on. Your work ethic is unchanging.
- One win is treated as a positive performance, not an indication that you have “made it” and can now back off.
- One loss is treated as a negative performance, not an indication that a change must be needed.

If you do these, you are driven by immediate gratification (you are not as committed as you think you are):

- You arrive just in time for practice and leave as soon practice ends.
- You just “show up for practice” without any idea of what you need to work on. You equate being there with getting better – they are not the same thing.
- You overlook the small details and instead work on the ones you like.
- You will not accept criticism, even when you know it is true. You assume you know more than everybody else.
- You are more concerned about how you look when it comes to practicing than with really getting better.
- You have little or no interest in how other athletes become successful because you believe your way is best.
- You have NO “master plan”. Instead, you follow a series of small plans, all or most devised by you alone.
- You let one poor performance change your dedication or what you are working on. You live from performance to performance.

- One win is treated as an indication that you have “made it” and you subsequently slack off.
- One loss is treated as an indication that “this isn’t working” and a change must be needed.

# Parent/Coach Communication

## **I. Communication you should expect from your child's coach**

- A. Philosophy of the coach
- B. Expectations the coach has for all team members
- C. Locations and times of all practices and contests
- D. Team requirements, i.e., special equipment, off season conditioning
- E. Procedure should your child be injured during participation
- F. Discipline stemming from a school or team rule infraction

## **II. Appropriate concerns to discuss with coaches**

- A. The treatment of your child, mentally and or physically
- B. Ways to help your child improve
- C. Concerns about your child's behavior

**Note:** It is difficult to accept your child not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the above list, certain things can be and should be discussed with your child's coach. Other things, such as those to follow, must be left to the discretion of the coach.

## **III. Issues not appropriate to discuss with coaches**

- A. Playing time
- B. Team Strategy
- C. Play calling
- D. Other student/athletes

**Note:** There are situations that may require a conference between the coach and the parent. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

## **IV. If you have a concern to discuss, the following procedures should be followed:**

- A. The student athlete must bring the issue to the coach's attention
- B. If the issue needs further attention, contact the coach during his/her planning period to get a clarification or set up a meeting. (student must be present at all meetings)
- C. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both parent and coach. Meetings of this nature do not promote resolution. (24 hour waiting period)

## **V. What can a parent do if the meeting with the coach did not provide a satisfactory resolution?**

- A. Call during school hours and set an appointment with the Activities Director/Principal to discuss the situation. (It may be recommended that Coach and Athlete also attend).
- B. At this meeting the appropriate next step can be determined

## **GUIDELINES FOR PARENTS/GUARDIANS**

- Good Sportsmanship is an expectation at La Plata R-II High School so please let the players play, the coaches coach, the officials officiate, and the spectators be positive and enjoy the games!
- Understand that parents/guardians and coaches will have different bases of comparison and concern. We will look at things from completely different angles.
- Support your child, the team, and the coaches. Always speak well of them in public and in family settings.
- Allow the coaches to do their job. Avoid dugout stalking, fence coaching, and bleacher coaching.
- Encourage your child to be dedicated to the program, to work hard to improve, and to obey the team rules and their spirit.
- Show respect to officials and the opposition. Officials want to work with respectful players and fans.
- Honestly acknowledge your child's level of ability. Not every player is meant to be a star but all players can have a positive role on the team.
- Follow the proper procedure for addressing concerns and complaints with the coach.
  - o Do not attempt to confront a coach or interfere with the players before, during, or after a contest or practice.
  - o Parents and spectators should not enter the locker room, dugout, bench area, or be on the sidelines before, during, or after a contest unless their student has been injured and the coach/administration has given permission.
  - o Do not engage in negative communication with the coaches in any way before, during, or after the game. Communication includes face to face interactions, phone calls, text messages, email, or any other social media outlet.
- Be prompt in delivery and pick-up of your child. If you feel you will be late, find alternate transportation for your child.
- Check with the coach before purchasing new equipment. Coaches and our governing organizations, have special rules concerning equipment.

**If these procedures, including sportsmanship, are not followed, the parent/guardian or spectator will face the following consequences:**

**1<sup>st</sup> Offense:** Parent, guardian, spectator will be asked to leave contest and not allowed to attend the next competition at that level and any additional contests until they have a meeting with administration.

**2<sup>nd</sup> Offense:** Parent, guardian, spectator will be asked to have a follow-up meeting with administration and will not be allowed to attend any other games or activities for that season.

**3<sup>rd</sup> Offense:** Parent, guardian, spectator will not be allowed to attend any games or activities for the remainder of the school year.

These procedures/guidelines apply to home and away games. Suspensions can be carried over into the following year if necessary.



## **Participation in Extra-Curricular Activities**

To be eligible to participate in extra-curricular school activities is a privilege, and not an inherent right, granted to you if you meet the standards as set forth by the Missouri State High School Activities Association and the La Plata School District. According to the MSHSAA eligibility standards, students must be good citizens in their school and community. More specifically, any student who represents his/her school in interscholastic activities must be a creditable citizen and be judged so by proper school authority certifying the list of students for competition. A student whose character or conduct is such as to reflect dis-credit upon himself/herself or his/her school is not considered a creditable citizen. His/her conduct shall be satisfactory in accord with the standards of good discipline. Good citizenship is a year-round requirement. A student that violates the citizenship guidelines during any part of the calendar year, including summer vacation, will jeopardize his/her eligibility for the following school term.

Students who represent a school in interscholastic activities must be credible citizens and judged so by the proper school authority certifying a list of students for competition. Those students whose character or conduct is such as to reflect discredit upon themselves or their schools are not considered “credible citizens”. Conduct shall be satisfactory in accord with the standards of good discipline.

A student who violates a local school policy is ineligible until completion of the prescribed school penalties. The eligibility of a student who is serving detention or in-school suspension shall be determined by local school authorities. A student shall not be eligible while serving an out-of-school suspension. A student who is expelled or who withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal. If a student misses class(es) without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes. Each school has the authority to set more restrictive citizenship standards and shall have the authority and responsibility to judge its students under those standards.

Each student is responsible to notify the school of any and all situations that would affect his/her eligibility. If the student does not notify the school of the situation prior to the schools discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the (MSHSAA) Board of Directors

In addition, a student must also meet certain academic requirements. Specifically, he/she must meet all MSHSAA minimum requirements by earning at least 3.0 units of credit or 80% of the maximum allowable credits which may be earned, whichever is greater the previous semester, and shall currently be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned, whichever is greater, and must be making satisfactory progress towards graduation. A student making any failing grade will not be eligible the following grading period. Grade requirements are determined on quarter grades.

## (1). STUDENT UNDER ARREST OR ADJUDICATION (MSHSAA Bylaw 210)

A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. jail time, fine, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies. Minor moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, accidents or injuries.

- Misdemeanor (excluding minor traffic violations) - up to six months restriction from time of conviction, admission of guilt, or evidence of guilt.
- Felony - up to one-year restriction from time of conviction, admission of guilt, or evidence of guilt.

After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local authorities shall determine eligibility.

Decisions related to penalties will be made jointly by the administration, athletic director, head coach, or sponsor.

After completion of any school-imposed restrictions, each case will be reviewed by school authorities to determine if reinstatement of privileges is reasonable.

## (2) USE OR POSSESSION OF ALCOHOL OR ILLEGAL OR NON-PRESCRIBED DRUGS

If a student violates this restriction, his/her violation will be reviewed by the sponsor, head coach, athletic director and the principal. Following the review, the student and his/her parents will be notified of any decisions made regarding student's eligibility. Penalties for violations are:

First Offense - The participant will be suspended from participating in all extra-curricular activities for 25 participation days. In the event that a participant in this situation quits the team, all awards and letters will be forfeited and any suspension will be carried over to the next season in which the student participates. In the event that the team qualifies for post-season activities, all suspensions will be continued. The student will still be allowed to practice while serving this suspension.

Second Offense - The participant will be suspended from participating in all extra-curricular activities for 180 participation days. This can be reduced to 90 participation days if they undergo a full substance abuse assessment and follow through with treatment as recommended by the certified substance abuse treatment provider. The student will not be allowed to practice while serving this suspension.

Third Offense - A third offense results in permanent loss of extra-curricular privileges. This can be reduced to 180 participation days if the student completes a residential substance abuse treatment program.

(3) TOBACCO USAGE

1<sup>st</sup> offense: The student will be suspended for one activity (the next activity or game), but will be allowed to practice.

2<sup>nd</sup> offense: The participant will be suspended for 2 activities (the next 2 activities or games), but will be allowed to practice.

3<sup>rd</sup> offense: The participant will be immediately dismissed from the team and will be ineligible for any awards and letters earned.

(4) STUDENT INVOLVED IN MISCONDUCT

If a student is involved in misconduct while at school or while representing the school in activities, individual eligibility may be affected. This would include, but is not be restricted to, truancy, disrespect to teachers, fighting, use of abusive language, vandalism, disrespect to other students, etc. The student and his/her parents will be notified of any penalties. In addition to the penalties for the conduct set for in district Policy JG-R1, the student may be subject to additional penalties restricting his/her participation in activities and athletics. Additional penalties will range from a reprimand and placing the student on probationary status to temporary or permanent restriction from participation in extra-curricular activities. The seriousness of the case and attitude of the student will play a big part in determining the penalty. Reoccurrence of violations will require that permanent restriction be considered.

(5) DUE PROCESS: A student will have the opportunity to express their side of any incident in which they may be involved. If the student is dissatisfied with any decisions, he/she has the right to appeal through the following channels:

(a) Coach or sponsor with the athletic director in attendance

(b) Principal and Superintendent of Schools

(c) Board of Education

The due process procedure shall proceed at a pace that will resolve the issue as quickly as possible, but at the same time give the participants enough time to thoroughly study, investigate, and make a decision pertaining to the situation. Absent extenuating circumstances, in most situations the entire procedure should be handled within ten days.

Any incidents that occur that are not covered by these guidelines will be reviewed on an individual basis and decisions related to penalties will be made by the school administration and head coach/sponsor.

#### (6) ADDITIONAL REQUIREMENTS

In addition to the eligibility requirements listed above, each head coach or sponsor may issue additional requirements for eligibility relative to the particular sport or activity. Included in these rules shall be practice attendance requirements and other training rules. These requirements will be presented to the student at the beginning of the activity and also filed with the principal.

\*\*\*\*\*Each student is responsible to notify the school of any and all situations that would affect his/her eligibility. If the student does not notify the school of the situation prior to the schools discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the (MSHSAA) Board of Directors

We, the undersigned acknowledge receipt of and have reviewed and Student Extracurricular Activities Handbook including Eligibility Guidelines for Participation in all extra-curricular activities at La Plata Jr.-Sr. High School. We also understand that the guidelines cover all sports activities, vocal and instrumental music activities, cheerleading, academic bowl, and any club/organization that represent the school in conference, district, and state competition, (example, FFA, FCCLA, FBLA, BETA). Failure to comply with the Citizenship and Eligibility Guidelines may jeopardize the student's attendance at school activities such as dances and ball games.

Signature of Student\_\_\_\_\_

Signature of Parent/Guardian\_\_\_\_\_

Date\_\_\_\_\_

This sheet must be signed by all parties indicated above and returned to the principal, the head coach, or the club sponsor before a student will be allowed to participate in any extra-curricular activity at La Plata High School.

“We the undersigned also acknowledge receipt of and have reviewed and understand the MSHSAA Concussion Information.” **Athletic Team Participants Only**

Signature of Student\_\_\_\_\_

Signature of Parent\_\_\_\_\_

Date\_\_\_\_\_

## LA PLATA R-II SCHOOL DISTRICT DECLARATION OF PRIORITY SPORT

Students wishing to participate in more than one sport must declare priority/secondary choices. Each student must meet the eligibility requirements (conditioning practices) of each sport before they can participate in each specific sport. Students are thus expected to attend each sports practice on a daily basis as worked out by the coaches of the sports involved.

Priority sports practice takes precedence over secondary sports practice in situations where both practices cannot be performed in a day unless prior agreement is made by the coaches of the sports involved. Secondary sport contest takes priority over primary sports practice. Post-season contests take precedence over regular season contests. If post-season contests conflict, the athlete and the coaches (along with the Athletic Director if necessary) will work together to decide which contest the athlete will attend.

Under certain circumstances the coaches can allow a student/athlete to transfer from a priority sport to a secondary sport. In these situations both coaches and the athletic director must agree that is the best situation for the student/athlete and teams involved.

- Example: Team sport (priority) contest has to be rescheduled where there is already an individual sport (secondary) contest scheduled and the coaches work together to determine a bench player from the team/priority sport would benefit his/her self and their individual/secondary sport more by participating in the secondary sport that day.

Student and parent/guardian signature below indicates understanding and agreement to follow policy.

---

Student/Athlete Signature

---

Parent/Guardian Signature

---

Priority Sport

---

Secondary Sport

---

Date

## **STUDENT DRUG TESTING (JFCI)**

The La Plata R-II School Board recognizes the importance of protecting the health and safety of students from use of illegal drugs, performance-enhancing drugs, and alcohol. The purpose of this policy is to help prevent substance abuse among students, encourage treatment for students with substance abuse problems, and ensure students have opportunity to attend school and participate in activities in a fair, safe, and healthy environment.

The superintendent or designee is directed to adopt procedures to carry out the policy's intent and may contact the district's attorney for assistance in policy application. The district will use a laboratory certified by the U.S. Department of Health and Human Services.

Covered activities are activities in grades 7-12 regulated by the Missouri State High School Activities Association (MSHSAA), and any other district-sponsored extracurricular activities, excluding all activities in which students receive an academic grade for participation. Participation day is all calendar days in the period commencing the first day of MSHSAA authorized practice for fall sports and ending on the last day of MSHSAA competition in the spring for which district students participate. For all covered activities not regulated by MSHSAA, a participation day will be defined as any day during the regular academic school year. For example, any day from the first to the last day of the school year.

### **Random Drug Testing**

Participation in extracurricular activities is a privilege and carries with it the responsibility to adhere to high standards of conduct, including refraining from the use of illegal drugs, performance enhancing drugs, and alcohol. To assist students in making healthy and safe choices, the district will conduct random drug testing of students in grades 7-12 as a condition of participation in covered activities.

Drug Testing - Testing for alcohol and illegal or performance-enhancing drugs. Specimens shall be tested for any substance an individual may not sell, possess, use, distribute, or purchase under either Federal or Missouri Law. This includes, but is not limited to, all scheduled drugs as defined by Federal or Missouri Law, including substances which have been classified as controlled under the emergency scheduling authority of the Drug Enforcement Administration; all prescription drugs obtained without authorization; and all prescribed and over-the-counter drugs being used for an abusive purposes, as well as alcohol. This includes, but is not limited to the following substances and their metabolites: cocaine, marijuana, opiates, synthetic opiates, amphetamines, benzodiazepines, barbiturates, methamphetamines, propoxyphene, methadone, phencyclidine, buprenorphine, synthetic cannabinoids, synthetic stimulants, THC, benzoylecgonine, morphine, alcohol, and performance-enhancing drugs, including anabolic steroids. Specimens will not be screened for the existence of any physical conditions other than prohibited drug and alcohol use.

District employees shall not have the authority to waive the testing of any student selected using the random selection process.

Students who test positive through this random testing program will be excluded from participation in covered activities as follows:

**First Offense** - The first time a student tests positive under the random drug testing program, the student will be prohibited from participating in all covered activities for a minimum of 25 participation days, undergo one substance abuse evaluation session at the student's expense, and pass a district-administered drug test prior to participating in covered activities again. Written confirmation by licensed substance abuse counselor of evaluation session must be submitted to the district prior to the student being reinstated.

**Second Offense** - The second time a student tests positive under the random drug testing program, the student will be prohibited from participating in all covered activities for a minimum of 180 participation days and must pass a district-administered drug test prior to participating in covered activities again. Student must also undergo appropriate counseling/ treatment for said problem at his/her own expense. A written confirmation by licensed substance abuse counselor of treatment must be submitted to the district prior to the student being reinstated.

**Third Offense** - Students with three positive random drug test results will be prohibited from participating in all covered activities for the rest of their enrollment with the district. A positive test through this random testing program will not result in suspension from school or academic sanctions. The district will not report results to law enforcement.

### **Suspicion-Based Drug Testing**

Suspicion-based drug testing, unlike random drug testing, may only be used when there is reasonable suspicion the student is under the influence of or has recently consumed alcohol or any drug prohibited by district policy. Students testing positive will be disciplined in accordance with the district's discipline policy and may also be excluded from extracurricular activities as determined by the district. A student who refuses to submit to testing may still be disciplined under the district's discipline code for being under the influence of alcohol or drugs.



## **STUDENT DRUG TESTING PROCEDURES (JFCI-AP)**

### **Definitions**

*Covered Activities* - Activities in grades 7-12 regulated by the Missouri State High School Activities Association (MSHSAA) and any other district-sponsored extracurricular activity, excluding all activities in which students receive an academic grade for participation.

*Drug Testing* - Testing for alcohol and illegal or performance-enhancing drugs. Specimens shall be tested for any substance an individual may not sell, possess, use, distribute, or purchase under either federal or Missouri law. This includes, but is not limited to, all scheduled drugs as defined by federal or Missouri law, including substances which have been classified as controlled under the emergency scheduling authority of the Drug Enforcement Administration; all prescription drugs obtained without authorization; and all prescribed and over-the-counter drugs being used for an abusive purposes, as well as alcohol. This includes, but is not limited to the following substances and their metabolites: cocaine, marijuana, opiates, synthetic opiates, amphetamines, benzodiazepines, barbiturates, methamphetamines, propoxyphene, methadone, phencyclidine, buprenorphine, synthetic cannabinoids, and synthetic stimulants, THC, benzoylecgonine, morphine, alcohol, and performance-enhancing drugs, including anabolic steroids. Specimens will not be screened for existence of any physical conditions other than prohibited drug and alcohol use.

*Participation Days* - All calendar days in the period commencing the first day of MSHSAA authorized practice for fall sports and ending on the last day of MSHSAA competition in the spring for which district students participates. For all covered activities not regulated by MSHSAA, a participation day will be defined as any day during the regular academic school year. For example, any day from the 1st to the last day of the school year.

### **I. General Procedures for All Student Drug Testing**

#### **Specimen Collection**

Urine specimen will be collected using a method intended to minimize the intrusiveness of the procedure. The superintendent or designee will appoint a same-sex employee or contracted test administrator (the monitor) to accompany the student to a bathroom or locker room. The student will provide specimen behind a closed stall door. The monitor shall supervise collection from outside the closed stall door, listening for normal sounds of urination. The monitor shall also verify warmth and appearance of the specimen. If at any time the monitor suspects the specimen is being tampered with, the monitor may end the collection process and notify the superintendent or designee, who will determine whether a new specimen should be obtained.

#### **Protection of Information (Privacy)**

Each randomly selected student will be assigned a specimen number that shall serve as the identifier for all materials sent to the lab. Student and his or her parent/guardian shall have access to the specimen number. Either immediately before or shortly after specimen collection, students

selected for testing will provide to the district, in a sealed envelope, a list of any medications they have taken in the last 30 days, including legally prescribed and over-the-counter medications. Parents/guardians are responsible for submitting a separate list to the district, also in a sealed envelope, of medications the student has taken within the last 30 days, which will be used by the testing facility for confirmation purposes in event of a positive test result. The sealed envelopes will only be opened in event of a positive test result. If specimen does not test positive, envelopes will be shredded without being opened.

The laboratory will report positive test results directly to the superintendent or designee. The superintendent or designee will only notify the student, appropriate extracurricular sponsor(s)/coach(es), parent/guardian of the student, and other person(s) the superintendent or designee determines need to know the information to implement district policies or procedures. All files pertaining to drug testing will be kept confidential and separate from the student's other education records, and only school personnel with a need to know the information will have access to the information.

### **Positive Test Results**

If a positive test result occurs, the result will be verified on the same specimen. Following a confirmed positive result, the student and his or her parent/guardian shall be given opportunity to submit additional information to district administration or laboratory. District administration may consult with the laboratory in determining whether the positive result was caused by something other than consumption of prohibited substances.

## **II. Random Drug Testing**

### **Notification and Consent**

An orientation session shall be held before commencement of random drug testing to inform students and parents/guardians of specimen collection process, privacy arrangements, and drug testing procedures to be used. Students wishing to participate in covered extracurricular activities shall receive a copy of the drug testing policy and related administrative procedures. Additionally, each student shall be required to return a signed drug testing consent form to the coach or activity sponsor by the beginning date for practice or interscholastic contest established by MSHSAA. If there is no established beginning date for practice for the activity, the signed consent form must be returned within five calendar days of the first participation day. A signed consent form shall be valid for all covered activities and will remain effective until revoked in writing by the parent/guardian. Students who do not return the signed consent form shall not be allowed to participate in covered activities.

### **Random Selection**

District administration will randomly select 5 to 50 percent of participating students for drug testing periodically throughout the school year. The random selection process will result in an equal probability any participating student could be chosen. District employees shall not have the authority to waive the testing of any student selected using the random selection process.

## **Testing**

Specimens shall be tested for any substance an individual may not sell, possess, use, distribute, or purchase under either federal or Missouri law. This includes, but is not limited to, all scheduled drugs as defined by federal or Missouri law, including substances which have been classified as controlled under the emergency scheduling authority of the Drug Enforcement Administration; all prescription drugs obtained without authorization; and all prescribed and over-the-counter drugs being used for an abusive purposes, as well as alcohol. This includes, but is not limited to the following substances and their metabolites: cocaine, marijuana, opiates, synthetic opiates, amphetamines, benzodiazepines, barbiturates, methamphetamines, propoxyphene, methadone, phencyclidine, buprenorphine, synthetic cannabinoids, and synthetic stimulants, THC, benzoylecgonine, phencyclidine, morphine, alcohol, and performance-enhancing drugs, including anabolic steroids. Specimens will not be screened for existence of any physical conditions other than prohibited drug and alcohol use.

## **Consequences**

Following a confirmed positive test result, superintendent or designee will immediately suspend the student from all covered activities and will schedule a conference with the student, the parent/guardian, and extracurricular sponsor(s)/coach(es). Offenses accumulate throughout grades 7-12. Depending on timing of the drug test, student may be excluded from participation in activities at the end of the school year, over the summer, and/or into the beginning of the next school year.

**First Offense** - The first time a student tests positive under the random drug testing program, the student will be prohibited from participating in all covered activities for a minimum of 25 participation days, undergo one substance abuse evaluation session at the student's expense, and pass a district-administered drug test prior to participating in covered activities again. Written confirmation by licensed substance abuse counselor of evaluation session must be submitted to district administration prior to the student being reinstated.

**Second Offense** - The second time a student tests positive under the random drug testing program, the student will be prohibited from participating in all covered activities for a minimum of 180 participation days and must pass a district-administered drug test prior to participating in covered activities again. The student must also undergo appropriate counseling/treatment for said problem at his/her own expense. A written confirmation by licensed substance abuse counselor of treatment must be submitted to district administration prior to the student being reinstated.

**Third Offense** - Students with three positive test results will be prohibited from participating in all covered activities for the rest of their enrollment with the district.

## **Refusal to Submit or Falsifying Results**

A student refuses to submit for drug testing when he or she fails to provide adequate urine for testing when notified of need to do so or engages in conduct clearly obstructing the testing process. A participating student who refuses to submit to drug testing or who takes deliberate action to falsify results will be suspended from all covered activities for one calendar year (i.e.,

365 calendar days) and will forfeit eligibility for all awards and honors given for covered activities from which the student was suspended.

### **Self-Reporting**

When a student, of his or her own volition, self-reports consuming illegal or performance-enhancing drugs or alcohol in violation of district policy to an administrator, coach or extracurricular sponsor before receiving notification she or he will be tested, that student shall be allowed to continue to participate in covered activities under the same restrictions imposed on a student who had an initial positive test even if the student had tested positive previously. A self-report is considered the same as testing positive for the purpose of future positive tests. A student may only take advantage of self-reporting once between seventh and twelfth grade.

### **III. Suspicion-Based Drug Testing**

A student may be required to submit to a drug test when there is reasonable suspicion the student is under the influence of or has recently consumed alcohol or any drug prohibited by district policy. Staff members will report such suspicions to the building administrator or designee as soon as possible. The superintendent or designee will determine if reasonable suspicion exists. The district's attorney may be consulted as necessary.

### **Consequences**

Students who test positive under this section will be disciplined in accordance with the district's discipline policy and may also be temporarily or permanently excluded from all district extracurricular activities in accordance with other district policies or practices.

### **Refusal to Submit or Falsifying Results**

A student refuses to submit for suspicion-based drug testing when he or she fails to provide adequate urine for testing when notified of need to do so or engages in conduct clearly obstructing testing process. A student who refuses to submit to testing or takes deliberate action to falsify results may still be disciplined under the district's discipline policy for being under the influence of alcohol or drugs. A student who takes deliberate action to falsify results may also receive additional disciplinary consequences.

**STUDENT DRUG TESTING (JFCI-AFI)**  
**(Consent Form)**

I, \_\_\_\_\_, [student's name] have received, read, understand and agree to abide by the La Plata R-II School District drug testing policy and procedures. As a condition of participating in activities in the La Plata R-II School District, I agree to provide urine specimens when directed and authorize the district to have specimens tested for illegal drugs, performance-enhancing drugs, and alcohol\* as stated in the district policy and procedures. I also authorize release of information concerning results of such a test to the La Plata R-II School District and to my parents/guardians.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

I, \_\_\_\_\_, [name of parent/guardian] have received, read, understand and agree to abide by the La Plata R-II School District drug testing policy and procedures. As a condition of my student's participation in activities in the La Plata R-II School District, I authorize the district to collect urine specimens from my student and authorize the district to have specimens tested for illegal drugs, performance-enhancing drugs, and alcohol\* as stated in the district policy and procedures. I also authorize release of information concerning results of such a test to the La Plata R-II School District.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

This consent form will remain in effect for duration of the student's enrollment within the La Plata R-II School District unless revoked in writing by the parent/guardian.

\* Samples shall be tested for any substance an individual may not sell, possess, use, distribute, or purchase under either Federal or Missouri Law. This includes, but is not limited to, all scheduled drugs as defined by Federal or Missouri Law, including substances which have been classified as controlled under the emergency scheduling authority of the Drug Enforcement Administration; all prescription drugs obtained without authorization; and all prescribed and over-the-counter drugs being used for an abusive purposes, as well as alcohol. This includes, but is not limited to the following substances and their metabolites: cocaine, marijuana, opiates, synthetic opiates, amphetamines, benzodiazepines, barbiturates, methamphetamines, propoxyphene, methadone, phencyclidine, buprenorphine, synthetic cannabinoids, and synthetic stimulants, THC, benzoylcegonine, morphine, alcohol, and performance-enhancing drugs, including anabolic steroids.

Samples will not be screened for the existence of any physical conditions other than prohibited drug and alcohol use.

# La Plata R-II Schools

## Texting Consent Form

**Please Print Clearly**

**Student Name:** \_\_\_\_\_  
First Name Last Name

**Parent/Guardian Name:** \_\_\_\_\_  
First Name Last Name

**Parent/Guardian Name:** \_\_\_\_\_  
First Name Last Name

**Student Address:** \_\_\_\_\_  
Number & Street Address  
\_\_\_\_\_  
City, State & Zip Code

**Student's Cell:** \_\_\_\_\_ **Text Message OK?**  
Yes No

**Parent/Guardian Name:** \_\_\_\_\_ **Text Message OK**  
Yes No

**Parent/Guardian Name:** \_\_\_\_\_ **Text Message OK**  
Yes No

*We, the undersigned, authorize a La Plata R-II School District Coach/Sponsor, approved by the La Plata Board of Education, to communicate through text messages to our mobile devices. We realize any costs incurred for the messages will be the responsibility of the student and/or parent and not the coach/sponsor or the La Plata R-II School District.*

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# **PRE-PARTICIPATION PHYSICAL EVALUATION** **PHYSICAL EXAMINATION FORM – VALID FOR 2 YEARS**

Name:		Date of Birth:	
<b>Physician Reminders:</b> 1. Consider additional questions on more-sensitive issues. <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <ul style="list-style-type: none"> <li>Do you feel stressed out or under a lot of pressure?</li> <li>Do you ever feel sad, hopeless, depressed or anxious?</li> <li>Do you feel safe at your home or residence?</li> <li>Have you ever tried cigarettes, chewing tobacco, snuff or dip?</li> <li>During the past 30 days, did you use chewing tobacco, snuff or dip?</li> </ul> </div> <div style="width: 48%;"> <ul style="list-style-type: none"> <li>Do you drink alcohol or use any other drugs?</li> <li>Have you ever taken anabolic steroids or used any other performance-enhancing supplement?</li> <li>Have you ever taken any supplements to help you gain or lose weight or improve your performance?</li> <li>Do you wear a seat belt, use a helmet and use condoms?</li> </ul> </div> </div>			
2. Consider reviewing questions on cardiovascular symptoms (Questions 4-13 of History Form).			
<b>EXAMINATION</b>			
Height:		Weight:	
BP:      /      (      /      )		Pulse:      Vision: R 20/      L 20/      Corrected: <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>MEDICAL</b>		<b>NORMAL</b> <b>ABNORMAL FINDINGS</b>	
Appearance • Marfan stigmata (kyphoscoliosis, high-arched palate, pectus excavatum, arachnodactyly, hyperlaxity, myopia, mitral valve prolapse (MVP) and aortic insufficiency)			
Eyes, ears, nose and throat • Pupils equal • Hearing			
Lymph Nodes Heart* • Murmurs (auscultation standing, auscultation supine and +/- Valsalva maneuver)			
Lungs			
Abdomen			
Skin • Herpes simplex virus (HSV), lesions suggestive of methicillin-resistant <i>Staphylococcus aureus</i> (MRSA) or tinea corporis			
Neurological			
<b>MUSCULOSKELETAL</b>		<b>NORMAL</b> <b>ABNORMAL FINDINGS</b>	
Neck			
Back			
Shoulder and arm			
Elbow and forearm			
Wrist, hand and fingers			
Hip and thigh			
Knee			
Leg and ankle			
Foot and toes			
Functional • Double-leg squat test, single-leg squat test and box drop or step drop test			
* Consider electrocardiography (ECG), echocardiogram, referral to cardiology for abnormal cardiac history or examination findings, or a combination of those.			
<input type="checkbox"/> <b>Cleared for all sports without restriction for two (2) years.</b> <input type="checkbox"/> Cleared for all sports without restriction for two (2) years with recommendation for further evaluation or treatment for: _____ <input type="checkbox"/> Cleared for all sports without restriction for less than two (2) years. <u>Specify reasons and duration of approval below:</u> _____  <input type="checkbox"/> Not Cleared <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> Pending further evaluation      <input type="checkbox"/> For any sports      <input type="checkbox"/> For certain sports (please list): _____         </div> Reason: _____			
Recommendations/Comments:			
I have examined the above-named student and completed the pre-participation physical evaluation. The athlete does not present apparent clinical contraindications to practice and participate in the sport(s) as outlined above. A copy of the physical exam is on record in my office and can be made available to the school at the request of the parents. If conditions arise after the athlete has been cleared for participation, the physician may rescind the clearance until the problem is resolved and the potential consequences are completely explained to the athlete (and parents/guardians).			
Name of healthcare professional (type/print):		Date of Issue:	
Address:		Phone:	
Signature of healthcare professional (MD/DO/ARNP/PA/Chiropractor):			

This physical is valid for a 2-year period unless otherwise noted by the physician in the "Recommendations" field listed above.

**MEDICAL HISTORY**

**Note:** Complete and sign this form (with your parents if younger than 18) before your appointment. The physician should keep a copy of this form in the chart for their records.

**Note:** An injury or medical condition results in a separate medical release.

Name:	Date of Birth:
-------	----------------

Date of examination:

Sex assigned at birth (F, M or intersex):	How do you identify your gender? (F, M or other):
---	---

List past and current medical conditions:

Have you ever had surgery? If yes, list all past surgical procedures:

Medicines and supplements: List all current prescriptions, over-the-counter medicines and supplements (herbal and nutritional):

Do you have any allergies? If yes, please list all of your allergies (i.e., medicines, pollens, food, stinging insects):

**PATIENT HEALTH QUESTIONNAIRE VERSION 4 (PHQ-4)**

Over the last 2 weeks, how often have you been bothered by any of the following problems (circle response).

	Not at All	Several Days	Over Half the Days	Nearly Every Day
Feeling nervous, anxious or on edge:	0	1	2	3
Not being able to stop or control worrying:	0	1	2	3
Little interest or pleasure in doing things:	0	1	2	3
Feeling down, depressed or hopeless:	0	1	2	3

A sum of  $\geq 3$  is considered positive on either subscale (questions 1 and 2, or questions 3 and 4) for screening purposes.



Explain "Yes" answers at the end of this form. Circle questions if you don't know the answer.

GENERAL QUESTIONS	Yes	No
1. Do you have any concerns that you would like to discuss with your provider?		
2. Has a provider ever denied or restricted your participation in sports for any reason?		
3. Do you have any ongoing medical issues or recent illness?		
HEART HEALTH QUESTIONS ABOUT YOU	Yes	No
4. Have you ever passed out or nearly passed out during or after exercise?		
5. Have you ever had discomfort, pain, tightness, or pressure in your chest during exercise?		
6. Does your heart ever race or skip beats (irregular beats) during exercise?		
7. Has a doctor ever told you that you have any heart problems?		
8. Has a doctor ever ordered a test for your heart? (For example, electrocardiography (ECG) or echocardiography?)		
9. Do you get light-headed or feel shorter of breath than your friends during exercise?		
10. Have you ever had a seizure?		
HEART HEALTH QUESTIONS ABOUT YOUR FAMILY	Yes	No
11. Has any family member or relative died of heart problems or had an unexpected or unexplained sudden death before age 35 (including drowning or unexplained car crash)?		
12. Does anyone in your family have a genetic heart problem such as hypertrophic cardiomyopathy (HCM), Marfan syndrome, arrhythmogenic right ventricular cardiomyopathy (ARVC), long QT syndrome (LQTS), short QT syndrome (SQTS), Brugada syndrome or catecholaminergic polymorphic ventricular tachycardia (CPVT)?		
13. Has anyone in your family had a pacemaker or an implanted defibrillator before age 35?		
BONE AND JOINT QUESTIONS	Yes	No
14. Have you ever had a stress fracture or an injury to a bone, muscle, ligament, joint or tendon that caused you to miss a practice or game?		
15. Do you have a bone, muscle, ligament or joint injury that bothers you?		

MEDICAL QUESTIONS	Yes	No
16. Do you cough, wheeze, or have difficulty breathing during or after exercise?		
17. Are you missing a kidney, an eye, a testicle (males), your spleen or any other organ?		
18. Do you have groin or testicle pain or a painful bulge or hernia in the groin area?		
19. Do you have any recurring skin rashes or rashes that come and go, including herpes or methicillin-resistant <i>Staphylococcus aureus</i> (MRSA)?		
20. Have you had a concussion or head injury that caused confusion, a prolonged headache or memory problems?		
21. Have you ever had numbness, had tingling, had weakness in your arms or legs, or been unable to move your arms or legs after being hit or falling?		
22. Have you ever become ill while exercising in the heat?		
23. Do you, or does someone in your family, have sickle cell trait or disease?		
24. Have you ever had, or do you have, any problems with your eyes or vision?		
25. Do you worry about your weight?		
26. Are you trying to, or has anyone recommended, that you gain or lose weight?		
27. Are you on a special diet or do you avoid certain types of foods or food groups?		
28. Have you ever had an eating disorder?		
FEMALES ONLY	Yes	No
29. Have you ever had a menstrual period?		
30. How old were you when you had your first menstrual period?		
31. When was your most recent menstrual period?		
32. How many periods have you had in the past 12 months?		

IF "YES," EXPLAIN ANSWERS HERE

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

Signature of Athlete:

Signature of Parent(s) or Guardian:

Date:

## MSHSAA PRE-PARTICIPATION DOCUMENTATION – ANNUAL REQUIREMENTS

<b>INTERIM MEDICAL HISTORY</b>	
Note: Complete and sign this form (with your parents if younger than 18). Note: An injury or medical condition results in a separate medical release.	
Name:	Date of Birth:
Date:	
Sex assigned at birth (F, M or intersex):	How do you identify your gender? (F, M or other):
List past and current medical conditions:	
Have you had surgery since your last Pre-Participation Physical Examination (physical)? If yes, list those surgical procedures:	
Medicines and supplements: List all current prescriptions, over-the-counter medicines and supplements (herbal and nutritional):	
Do you have any allergies? If yes, please list all of your allergies (i.e., medicines, pollens, food, stinging insects):	
Have you been diagnosed with any medical or health condition since your last PPE (physical)? If yes, please describe:	

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

Signature of Athlete:
Signature of Parent(s) or Guardian:
Date:

**PARENT PERMISSION (Authorization for Treatment, Release of Medical Information, and Insurance Information)**

**Informed Consent:** By its nature, participation in interscholastic athletics includes risk of serious bodily injury and transmission of infectious disease such as HIV, Hepatitis B, severe acute respiratory syndrome (COVID-19) and/or any mutation or variation thereof. Although serious injuries are not common and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily. **PARENTS, GUARDIANS, OR STUDENTS WHO MAY NOT WISH TO ACCEPT RISK DESCRIBED IN THIS WARNING SHOULD NOT SIGN THIS FORM. STUDENTS MAY NOT PARTICIPATE IN MSHSAA- SPONSORED SPORT WITHOUT THE STUDENT'S AND PARENT'S/GUARDIAN/S SIGNATURE.**

I understand that in the case of injury or illness requiring transportation to a health care facility, a reasonable attempt will be made to contact the parent or guardian in the case of the student-athlete being a minor, but that, if necessary, the student-athlete will be transported via ambulance to the nearest hospital.

We hereby give our consent for the above student to represent his/her school in interscholastic athletics. We also give our consent for him/her to accompany the team on trips and will not hold the school responsible in case of accident, injury or illness whether it be en route to or from another school or during practice or an interscholastic contest; and we hereby agree to hold the school district of which this school is a part and the MSHSAA, their employees, agents, representatives, coaches, and volunteers harmless from any and all liability, actions, causes of action, debts, claims, or demands of every kind and nature whatsoever which may arise by or in connection with participation by my child/ward in any activities related to the interscholastic program of his/her school.

In the event of an emergency or when the Parent(s) or Guardian is unable to directly supervise health care services needed by the student for injuries or illnesses sustained at any athletic practice, conditioning exercise or contest, I also give my consent to the rendering of necessary health care services for the student by a qualified provider (QP) covering the athletic practice, conditioning exercise or contest, including an athletic trainer, physician, physician assistant, nurse practitioner or other medically-trained professional licensed by the State of Missouri (or the state in which the student injury or illness occurs) and who is acting in accordance with the scope of practice under their designated state license and any other requirement imposed by state law. In emergency situations, the QP may also be a certified paramedic or emergency medical technician for the purpose of providing emergency health care and transport. Health care services are defined as services including, but not limited to, evaluation, diagnosis, first aid, emergency care, stabilization, treatment and referral. I further authorize the QP who provides such health care services to disclose such information about the student's injury or illness, diagnosis, care and treatment in the professional judgment of the QP to the student's athletic director, coaches, school nurse and any classroom teacher required to provide academic accommodation to assure the student's recovery and safe return to activity. If the Parent(s) or Guardian believes that the student is in need of further evaluation, treatment, rehabilitation or health care services for the injury or illness, the student may be treated by the physician or provider of his or her choice.

To enable the MSHSAA to determine whether the herein named student is eligible to participate in interscholastic athletics in the MSHSAA member school, I consent to the release of any and all portions of school record files to MSHSAA, beginning with seventh grade, of the herein named student, specifically including, without limiting the generality of the foregoing, birth and age records, name and residence address of parent(s) or guardian(s), residence address of the student, academic work completed, grades received, and attendance data.

We confirm that this application for the above student to represent his/her school in interscholastic athletics is made with the understanding that we have studied and understand the eligibility standards that our son/daughter must meet to represent his/her school and that he/she has not violated any of them. We also understand that if our son/daughter does not meet the citizenship standards set by the school or if he/she is ejected from an interscholastic contest because of an unsportsmanlike act, it could result in him/her not being allowed to participate in the next contest or suspension from the team either temporarily or permanently.

I consent to the MSHSAA's use of the herein named student's name, likeness, and athletic-related information in reports of contests, promotional literature of the Association and other materials and releases related to interscholastic athletics.

We further state that we have completed that part of this certificate which requires us to list all previous injuries or additional conditions that are known to us which may affect this athlete's performance or treatment and we certify that it is correct and complete.

The MSHSAA By-Laws provide that a student shall not be permitted to practice or compete for a school until it has verification that he/she has basic health/accident insurance coverage, which includes athletics. Our son/daughter is covered by basic health/accident insurance for the current school year as indicated below:

**Name of Insurance Company:**

**Policy Number:**

**Signature of Parent(s) or Guardian:**

**Date:**

Has this student incurred a medical condition since their last physical examination?	<input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

**STUDENT AGREEMENT (Regarding Conditions for Participation)**

This application to represent my school in interscholastic athletics is entirely voluntary on my part and is made with the understanding that I have studied and understand the eligibility standards that I must meet to represent my school and that I have not violated any of them.

I have read, understand, and acknowledge receipt of the MSHSAA brochure entitled "How to Maintain and Protect Your High School Eligibility," which contains a summary of the eligibility rules of the MSHSAA. (I understand that a copy of the *MSHSAA Handbook* is on file with the principal and athletic administrator and that I may review it in its entirety, if I so choose. All MSHSAA by-laws and regulations from the *Handbook* are also posted on the MSHSAA website at [www.mshsaa.org](http://www.mshsaa.org)).

I understand that a MSHSAA member school must adhere to all rules and regulations that pertain to school-sponsored, interscholastic athletics programs, and I acknowledge that local rules may be more stringent than MSHSAA rules.

I also understand that if I do not meet the citizenship standards set by the school or if I am ejected from an interscholastic contest because of an unsportsmanlike act, it could result in me not being allowed to participate in the next contest or suspension from the team either temporarily or permanently.

I understand that if I drop a class, take course work through Post -Secondary Enrollment Option, Credit Flexibility, or other educational options, this action could affect compliance with MSHSAA academic standards and my eligibility.

I understand that participation in interscholastic athletics is a privilege and not a right. As a student athlete, I understand and accept the following responsibilities:

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- I will be fully responsible for my own actions and the consequences of my actions.
- I will respect the property of others.
- I will respect and obey the rules of my school and laws of my community, state, and country.
- I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state, and country.

I have completed and/or verified that part of this certificate which requires me to list all previous injuries or additional conditions that are known to me which may affect my performance in so representing my school, and I verify that it is correct and complete.

Signature of Athlete:	Date:
Have you experienced a medical condition since your last physical examination?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**PARENT AND STUDENT SIGNATURE (Concussion Materials)**

I accept responsibility for reporting all injuries and illnesses to my school and medical staff (athletic trainer/team physician) including any signs and symptoms of a CONCUSSION. I have received and read the MSHSAA materials on Concussions, which includes information on the definition of a concussion, symptoms of a concussion, what to do if I have a concussion and how to prevent a concussion. I will inform my school and athletic trainer/team physician immediately if I experience any of these symptoms or if I witness a teammate with these symptoms.

Signature of Athlete:	Date:
Signature of Parent(s) or Guardian:	Date:

**EMERGENCY CONTACT INFORMATION**

Parent(s) or Guardian	Address	Phone Number
Name of Contact	Relationship to Athlete	Phone Number



## **A Parent's / Guardian's Guide To Concussion**

**National Federation of State High School Associations (NFHS)  
Sports Medicine Advisory Committee (SMAC)**

### **What is a concussion?**

- ☐ A concussion is a brain injury that results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently moved within the skull, typically from a blow to the head or body. An athlete does not need to lose consciousness (be "knocked-out") to suffer a concussion. In fact, less than ten percent of concussed athletes suffer loss of consciousness.

### **Concussion Facts**

- ☐ A concussion is a type of traumatic brain injury. The result is a functional problem rather than a clear structural injury, causing it to be invisible to standard medical imaging (CT, or "CAT" scans, and MRI scans).
- ☐ It is estimated that over 300,000 high school athletes across the United States suffer a concussion each year. (Data from the NFHS Injury Surveillance System, "High School RIO™")
- ☐ Concussions occur most frequently in football, but ice hockey, lacrosse, soccer, and basketball follow closely behind. All athletes are at risk, in all activities, regardless of gender.
- ☐ A concussion may cause multiple symptoms that can be categorized as physical, behavioral, and cognitive. Physical symptoms include headaches, dizziness, and sleep changes, among others. Some behavioral changes include irritability, anxiety, and depression. Cognitive symptoms, or thinking changes, include trouble with focus, memory, and word finding. Many symptoms appear immediately after the injury, while others may develop over the next several days. Concussions can result in symptoms that interfere with normal daily life in addition to difficulty with school, work, and social life.
- ☐ Concussion symptoms may last from a few days to several months. It is important to remember that each student athlete responds and recovers differently.
- ☐ Athletes should not return to sports or activities that will put them at risk for another head injury until the concussion has completely resolved. To do so puts them at risk for prolonged symptoms and a more severe injury. Participation in physical education classes or exercise should be discussed with a qualified appropriate health-care professional.

### **What should I do if I think my child has had a concussion?**

If an athlete is suspected of having a concussion, the athlete must be immediately removed from that activity and be evaluated by a qualified appropriate health-care professional. Continuing to exercise, practice, or play when experiencing concussion



symptoms can lead to worsening of symptoms, increased risk for further injury and rarely death. Parents and coaches are not expected to make the diagnosis of a concussion. A medical professional trained in the diagnosis and management of concussions will do so. However, you must be aware of the signs and symptoms of a concussion. If you are suspicious that your child has suffered a concussion, your child must stop activity right away and be evaluated.

## **When in doubt, sit them out!**

All student-athletes who sustain a concussion need to be evaluated by a health care professional who is experienced in concussion management. If your child's school has an athletic trainer (AT), please inform the AT of your concerns. You should call your child's physician and explain what has happened and follow your physician's instructions. If your child is vomiting, has a severe headache, is having difficulty staying awake or difficulty answering simple questions, you should take your child for immediate emergency medical attention.

### **What are the signs and symptoms of a concussion?**

#### **SIGNS OBSERVED BY PARENTS, ATHLETIC TRAINERS, FRIENDS, TEACHERS OR COACHES**

**Appears dazed or stunned**  
**Is confused about what to do**  
**Forgets plays**  
**Is unsure of game, score, or opponent**  
**Moves clumsily**  
**Answers questions slowly**  
**Loses consciousness**  
**Shows behavior or personality changes**  
**Can't recall events prior to hit**  
**Can't recall events after hit**

#### **SYMPTOMS REPORTED BY ATHLETE**

**Headache**  
**Nausea**  
**Balance problems or dizziness**  
**Double or fuzzy vision**  
**Sensitivity to light or noise**  
**Feeling sluggish**  
**Feeling foggy or groggy**  
**Concentration or memory problems**  
**Confusion**

### **When can an athlete return to play following a concussion?**

After suffering a concussion, **no athlete should EVER return to play or practice on that same day**. Studies have shown that the young brain does not recover quickly enough for an athlete to safely return to activity in such a short time.

Concerns over athletes returning to play too quickly have led lawmakers in all 50 states and the District of Columbia to pass laws stating that **no player shall return to play the day of a concussion, and the athlete must be cleared by an appropriate health-**

**care professional before being allowed to return to play in games or practices.**

The laws typically also mandate that players, parents and coaches receive education on the dangers and recognizing the signs and symptoms of concussion. Click here to see what your state law requires: <http://usafootball.com/blog/health-and-safety/see-where-your-state-stands-concussion-law>.

Once an athlete no longer has symptoms of a concussion AND is cleared for return to play, the athlete should proceed with activity in a step-wise fashion in a carefully controlled and monitored environment to allow the brain to re-adjust to exertion. On average, the athlete will complete a new step every 24 hours. **Please be aware that some states mandate for a longer duration before return to play.** An example of a typical return-to-play schedule is shown below:

Step 1: Light exercise, including walking or riding an exercise bike. No weightlifting.

Step 2: Running in the gym or on the field. No helmet or other equipment.

Step 3: Non-contact training drills in full equipment. Weight training can begin.

Step 4: Full contact practice or training.

Step 5: Game play.

- ☐ **If symptoms occur at any step, the athlete should immediately stop activity and consult with a qualified appropriate health-care professional before moving on.**

### **How can a concussion affect schoolwork?**

Following a concussion, many student-athletes have difficulty in school. These problems may last from days to months and often involve difficulties with short-term memory, concentration and organization.

In many cases after the injury, it is best to decrease the athlete's class load early in the recovery phase. This may include staying home from school for a few days, followed by academic adjustments (such as a reduced class schedule), until the athlete has fully recovered. Decreasing the stress on the brain and not allowing the athlete to push through symptoms will hasten the recovery time and ensure total resolution of symptoms.

### **What can I do?**

- ☐ Both you and your child should learn to recognize the "Signs and Symptoms" of concussion as listed above.
- ☐ Encourage your child to tell the medical and/or coaching staff if any of these signs and symptoms appear after a blow to the head or body.
- ☐ Emphasize to administrators, coaches, physicians, athletic trainers, teachers and other parents your concerns and expectations about concussion and safe play.
- ☐ Encourage your child to tell the medical and coaching staff if there is suspicion that a teammate has suffered a concussion.
- ☐ Ask teachers to monitor any decrease in grades or changes in behavior in students that could indicate a concussion.
- ☐ Report concussions that occurred during the school year to appropriate school staff. This will help in monitoring injured athletes as they move to the next season's sports.

Click here for more information about returning to school after a concussion:

[http://www.cdc.gov/headsup/basics/return\\_to\\_school.html](http://www.cdc.gov/headsup/basics/return_to_school.html)

## **Other Frequently Asked Questions:**

### **Why is it so important that athletes not return to play until they have completely recovered from a concussion?**

Student-athletes that return to play too soon may lengthen their recovery time. They also risk recurrent, cumulative or even catastrophic consequences if they suffer another concussion. Such risk and difficulties are prevented if each athlete is allowed time to recover from a concussion and the return-to-play decisions are carefully and individually made. No athlete should return to sport or other at-risk activity when signs or symptoms of concussion are present and recovery is ongoing.

### **Is a “CAT scan” or MRI needed to diagnose a concussion?**

**No!** Concussion diagnosis is based upon the athlete’s history of the injury and an appropriate health-care professional’s physical examination and testing. CT and MRI scans are rarely needed following a concussion. However, they are helpful in identifying life-threatening head and brain injuries such as skull fractures, bleeding or swelling.

### **What is the best treatment to help my child recover quickly from a concussion?**

Treatment for concussion varies from one person to the next. Immediately after a concussion, the best treatment is physical and cognitive rest. Exposure to loud noises, bright lights, computers, video games, television and phones (including text messaging) may worsen the symptoms of a concussion. You should allow your child to rest as much as possible in the days following a concussion. As the symptoms lessen, the appropriate health-care professional may allow increased use of computers, phone, video games, etc., but the access must be lessened or eliminated if symptoms worsen. There are no medications to treat concussions, but an appropriate health-care professional may prescribe medications and therapies to treat symptoms of a concussion, such as headache, dizziness, sleep changes, etc. Some athletes may require rehabilitative therapies, such as physical, occupational, vestibular, ocular or speech/cognitive. Others may require treatment for mood and behavior changes.

### **How long do the symptoms of a concussion usually last?**

For most concussions, symptoms will usually go away within 2–3 weeks of the initial injury. You should anticipate that your child will likely be held out of full participation in sports for several weeks following a concussion. In some cases, symptoms may last for many more weeks or sometimes several months. Symptoms such as headache, memory problems, poor concentration, difficulty sleeping and mood changes can interfere with school, work, and social interactions. The potential for such long-term symptoms indicates the need for careful management of all concussions.

### **How many concussions can an athlete have before consideration to stop playing sports?**

There is no “magic number” of concussions that determine when an athlete should give up playing contact or collision sports. The circumstances that surround each individual injury, such as how the injury occurred as well as the number and duration of symptoms following the concussion, are very important. These circumstances must be individually considered when assessing an athlete’s risk for potential long-term consequences and potentially more serious brain injuries. The decision to “retire” from sports is a decision best reached after a complete evaluation by your child’s primary care provider and consultation with an appropriate health-care professional who specializes in treating concussions.



**I've read recently that concussions may cause long-term brain damage in athletes, especially professional football players. Is this a risk for high school athletes who have had a concussion?**

The issue of "chronic traumatic encephalopathy (CTE)" has received a great deal of media attention. Currently, CTE can only be diagnosed by autopsy. It has been described in the brains of professional and amateur athletes, including boxers, football players, hockey players, and soccer players, among others. Very little is known about all the causes of these dramatic abnormalities in the brains of these unfortunate players. At this time we do not know the long-term effects of concussions or the cumulative effects of multiple sub-concussive blows that happen during high school athletics. In light of this, it is important to carefully manage every concussion and all concussion-like signs and symptoms on an individual basis.

Some of this information has been adapted from the CDC's "Heads Up: Concussion in High School Sports" materials by the NFHS's Sports Medicine Advisory Committee. Please go to [www.cdc.gov/ncipc/tbi/Coaches\\_Tool\\_Kit.htm](http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm) for more information.

**Revised and Approved April 2016**

**April 2013**

**April 2010**

**DISCLAIMER – NFHS Position Statements and Guidelines**

The NFHS regularly distributes position statements and guidelines to promote public awareness of certain health and safety-related issues. Such information is neither exhaustive nor necessarily applicable to all circumstances or individuals, and is no substitute for consultation with appropriate health-care professionals. Statutes, codes or environmental conditions may be relevant. NFHS position statements or guidelines should be considered in conjunction with other pertinent materials when taking action or planning care. The NFHS reserves the right to rescind or modify any such document at any time.

## MSHSAA Concussion Return to Play Form

If diagnosed with a concussion, an athlete must be cleared for progression to activity by an approved healthcare provider, MD/DO/PAC/LAT/ARNP/Neuropsychologist (Emergency Room physician cannot clear for progression).

Athlete's Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Date of Injury: \_\_\_\_\_

### THIS RETURN TO PLAY IS BASED ON TODAY'S EVALUATION

Date of Evaluation: \_\_\_\_\_ Return to School On (Date): \_\_\_\_\_

**The following are the return to physical activities recommendations at the present time:**

- ☐ Diagnosed with a concussion: Cannot return to physical activity, sport or competition (must be re-evaluated).
- ☐ Diagnosed with a concussion: May return to sports participation under the supervision of your school's administration after completing the return to play protocol (see below).
- ☐ Not diagnosed with a concussion. Patient has diagnosis of \_\_\_\_\_ and MAY/MAY NOT return to play at this time.

**Medical Office Information (Please Print/Stamp):**

Evaluator's Name: \_\_\_\_\_ Office Phone: \_\_\_\_\_

Evaluator's Specialty: \_\_\_\_\_

Evaluator's Signature: \_\_\_\_\_

Evaluator's Address: \_\_\_\_\_

### Return to Play (RTP) Procedures After a Concussion

Return to activity and play is a medical decision. Progression is individualized, must be closely supervised according to the school's policies and procedures, and will be determined on a case-by-case basis. Factors that may affect the rate of progression include: previous history of concussion, duration and type of symptoms, age of the athlete, and sport/activity in which the athlete participates. An athlete with a prior history of concussion, one who has had an extended duration of symptoms, or one who is participating in a collision or contact sport may be progressed more slowly as determined by the healthcare provider who has evaluated the athlete. After the student has not experienced symptoms attributable to the concussion for a **minimum of 24 hours** and has returned to school on a full-time basis (if school is in session), the stepwise progression below shall be followed:

- Step 1:** Light cardiovascular exercise.
- Step 2:** Running in the gym or on the field. No helmet or other equipment.
- Step 3:** Non-contact training drills in full equipment. Weight-training can begin.
- Step 4:** Full, normal practice or training (a walk-through practice does not count as a full, normal practice).
- Step 5:** **Full participation.** Must be cleared by MD/DO/PAC/LAT/ARNP/Neuropsychologist before returning to play.

The athlete should spend a minimum of one day at each step before advancing to the next. If concussion symptoms return with any step, the athlete must stop the activity and the treating healthcare provider must be contacted. Depending upon the specific type and severity of the symptoms, the athlete may be told to rest for 24 hours and then resume activity at a level one step below where he or she was at when the symptoms returned.

**Return to Play Protocol (Steps 1-4) Completed (Date/Signature):** \_\_\_\_\_

**Cleared for Return to Play (Step 5) by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I accept responsibility for reporting all injuries and illnesses to my school and medical staff (athletic trainer/team physician) including any signs and symptoms of a CONCUSSION.

**Signature of Student Athlete:** \_\_\_\_\_ **Date:** \_\_\_\_\_

May be advanced back to competition after phone conversation with the healthcare professional that evaluated the athlete (MD/DO/PAC/LAT/ARNP/Neuropsychologist) and documented above.

This form is adapted from the Acute Concussion Evaluation (ACE) care plan on the CDC website ([www.cdc.gov/injury](http://www.cdc.gov/injury)). All medical providers are encouraged to review this site if they have questions regarding the latest information on the evaluation and care of the scholastic athlete following a concussion injury.



## MSHSAA RETURN TO LEARN – BACKGROUND AND SUGGESTIONS

### What is Returning to Learn After a Concussion?

A concussion is an injury to the brain that affects how the brain can function. Commonly, a person with a concussion can experience headaches, dizziness, troubles with loud noises or bright lights, difficulty focusing and difficulty concentrating. Some students may have only a few symptoms and others may have many symptoms. These symptoms may affect a student's ability to perform at their normal ability in school.

Once diagnosed with a concussion (which may happen through the athletic trainer or another healthcare professional), it is important for the appropriate individuals at the school to be notified of the injury. That may be a school nurse, counselor, athletic trainer, specific teacher or other individual designated by the school as the point person for getting the information to all the student's teachers about the concussion diagnosis.

Following the diagnosis, the school can then make adjustments to the student's environment (as examples: changing seating, reducing brightness on computer monitors, allowing a student to be in a quieter area of the class, allowing breaks in the nurse's office if symptoms increase) and to the students workload (as examples: giving extra time for assignments or testing, reducing overall workload and homework, providing the student assistance in concepts that may be causing struggles).

A school is able to make adjustments without a note from a healthcare professional. These can be temporary adjustments until the student is able to have a formal evaluation from a healthcare professional. It would benefit the student for these adjustments to be applied as soon as possible and not delayed based on the provision of a healthcare provider's note.

Since most concussion in young athletes resolve within 3-4 weeks, it is not expected that adjustments are necessary for prolonged periods of times, but a small percentage of students may have difficulties that linger. In prolonged cases of concussion, schools may need to consider implementing a 504 plan to formalize the adjustments for the student.

Ideally, students with concussions should be encouraged to communicate with their individual teachers about their specific symptoms as they may change from class to class or from day to day. Since many of the symptoms of concussion are not outwardly visible to others, the communication is critical to keep everyone 'in the loop' about what the student is struggling with so the teachers and school has the most accurate information to help assist the student through whatever means they feel would be best.

Several research studies have demonstrated that prolonged periods of time out of school do not help a student's recovery and may actual lead to increased symptoms and a longer recovery. Prolonged absences also can lead to additional stress the student may experience, including the stress of getting behind on homework and missing out on key concepts to help with their learning.

Even though a student may experience worsening of symptoms during the school day, no research has demonstrated that the act of doing school work is harmful to recovery. It is important for the student, however, to make adjustments to minimize significant periods of worsening symptoms.

Sample school note a healthcare professional can utilize to document recommendations for the student as well as current reported symptoms.

## **SCHOOL RECOMMENDATIONS FOLLOWING CONCUSSION**

Patient Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Date of Evaluation : \_\_\_\_\_ Referred by: \_\_\_\_\_  
 Duration of Recommendations : 1 week 2 weeks 4 weeks Until further notice

**The patient will be reassessed for revision of these recommendations in \_\_\_\_\_ weeks.**

This patient has been diagnosed with a concussion (a brain injury) and is currently under our care. Please excuse the patient from school today due to the medical appointment. Flexibility and additional supports are needed during recovery. The following are suggestions for academic adjustments to be individualized for the student as deemed appropriate in the school setting. Feel free to apply/remove adjustments as needed as the student's symptoms improve/worsen.

### **Attendance**

- \_\_\_\_\_ No school for \_\_\_\_ school day(s)
- \_\_\_\_\_ Attendance at school \_\_\_\_ days per week
- \_\_\_\_\_ Full school days as tolerated by the student
- \_\_\_\_\_ Partial days as tolerated by the student

### **Breaks**

- \_\_\_\_\_ Allow the student to go to the nurse's office if symptoms increase
- \_\_\_\_\_ Allow other breaks during the school day as deemed necessary and appropriate by school personnel

### **Visual Stimulus**

- \_\_\_\_\_ Change classroom seating as necessary
- \_\_\_\_\_ Pre-printed notes for class material or note taker
- \_\_\_\_\_ Avoid extremes of light/dark in classrooms
- \_\_\_\_\_ Reduce brightness on monitors/screens

### **Audible Stimulus**

- \_\_\_\_\_ Lunch in a quiet place with a friend
- \_\_\_\_\_ Avoid music or shop classes
- \_\_\_\_\_ Allow to wear earplugs as needed

### **Workload/Multi-Tasking**

- \_\_\_\_\_ Reduce overall amount of make-up work, class work and homework
- \_\_\_\_\_ Prorate workload when possible
- \_\_\_\_\_ Reduce amount of homework given each night
- \_\_\_\_\_ Excuse from makeup work if possible

### **Testing**

- \_\_\_\_\_ Additional time to complete tests
- \_\_\_\_\_ No more than one test a day
- \_\_\_\_\_ No standardized testing until \_\_\_\_\_
- \_\_\_\_\_ Allow for scribe, oral response, and oral delivery of questions, if available

### **Physical Exertion**

- \_\_\_\_\_ No physical exertion/athletics/gym/recess
- \_\_\_\_\_ Walking in gym class only
- \_\_\_\_\_ Begin return to play protocol as outlined by return to activity form

### **Additional Recommendations**

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### **Current Symptoms List** (the student is noting these today)

- |                 |                            |                                |                     |
|-----------------|----------------------------|--------------------------------|---------------------|
| _____ Headache  | _____ Visual problems      | _____ Sensitivity to noise     | _____ Memory issues |
| _____ Nausea    | _____ Balance problems     | _____ Feeling foggy            | _____ Fatigue       |
| _____ Dizziness | _____ Sensitivity to light | _____ Difficulty concentrating | _____ Irritability  |

### **Student is reporting most difficulty with/in**

- |                    |                             |                        |                       |
|--------------------|-----------------------------|------------------------|-----------------------|
| _____ All subjects | _____ Reading/Language arts | _____ Foreign Language | _____ Math            |
| _____ Science      | _____ Music                 | _____ History          | _____ Using Computers |
| _____ Focusing     | _____ Listening             | Other: _____           |                       |

## **How to Maintain & Protect Your High School Eligibility**

<http://www.mshsaa.org/Activities/Eligibility/EligibilityStandards.aspx>

[https://www.mshsaa.org/Resources/UploadedFiles/TrainingVideos/RulesMeeting636046992329452539/presentation\\_html5.html](https://www.mshsaa.org/Resources/UploadedFiles/TrainingVideos/RulesMeeting636046992329452539/presentation_html5.html)

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## **Introduction**

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The Missouri State High School Activities Association (MSHSAA) is comprised of approximately 750 member schools, both public and private, across the state of Missouri. MSHSAA's eligibility requirements have been voted on by the member schools and were adopted by your school when it became a MSHSAA member. Your school will also have local school requirements that you must comply with in order to be eligible.

Information contained on this page will acquaint you with the essential rules and regulations students and schools must follow in order to maintain and protect high school eligibility. No one requirement is more important than another. Any questions you have concerning these essential requirements or eligibility should be discussed with the school principal or athletic director. These administrators have copies of all MSHSAA eligibility requirements.

## **Summary of the Eligibility Requirements**

### **1. Bona Fide Student**

In order to represent your school, you must be a bona fide student and meet all eligibility requirements. You must be regularly attending classes and you must meet the academic requirements in MSHSAA By-Law 2.3 and those of your school.

### **2. Citizenship**

You must be a creditable citizen. Creditable citizens are those students whose conduct - both in school and out of school - will not reflect discredit upon themselves or their school.

NOTE: Conduct involving law enforcement must be reported to your principal or athletic director immediately as your conduct may affect eligibility or contest outcomes.

### **3. Sportsmanship**

If you commit an unsportsmanlike act while participating in an event, you could become ineligible.

If your conduct as a spectator is found to be unsportsmanlike, you could be barred from attending any further high school contests.

The unsportsmanlike conduct of any spectator, regardless of age, could cause that spectator to be barred from attending school contests.

## 4. Academics

### **Grades 9-12**

You must have earned, the preceding semester of attendance, a minimum of 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which any student can be enrolled in the semester, whichever is GREATER, at your school.

For your current semester, you must be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned at your school, whichever is GREATER.

Credits earned or completed after the close of the semester will not fulfill this requirement. Summer high school courses for FALL academic eligibility may count provided the course is necessary for graduation or promotion or is a core subject course, and credit is placed on the school transcript. No more than one unit of credit in summer school shall be counted toward fall eligibility.

Students promoted for the first time into 9th grade are considered academically eligible for the first semester after promotion.

Do not drop courses without first consulting with your school principal, athletic director or counselor to determine whether doing so will affect your eligibility.

### **Grades 7-8**

You must be enrolled in a normal course load for your grade at the member school.

You will be ineligible if you failed more than one class the previous grading period.

You must have been promoted to a higher grade prior to the first day of classes for the new school year.

Students promoted for the first time into 7th grade are considered academically eligible for the first grading period after promotion.

## 5. Semesters of Participation

### **Grades 9-12**

You are eligible to participate in any sport for a maximum of four seasons (an exception is in place for schools sponsoring baseball or softball in both the fall and spring). Any part of a contest played during a season counts as a season of participation.

Your eligibility to participate in high school activities begins when you first enter the 9th grade and lasts for the next *eight consecutive semesters (four consecutive years)*.

### **Grades 7-8**

You are eligible for only your first two semesters of attendance in the 7th grade and for only your first two semesters in the 8th grade.

You are not eligible to compete with or against students enrolled in the 10th grade or above when you are enrolled in either the 7th or 8th grade.

NOTE: Check with your school principal for exceptions to this rule if you are ineligible because of age.

## 6. Age Limits

### **Grades 9-12**

If you reach 19 years of age prior to July 1, you will be ineligible the next school year.

Over-aged 8th graders should be moved up to the senior high team to have eight semesters of eligibility.

Over-aged 6<sup>th</sup> graders should be moved up to the 7<sup>th</sup> grade team to participate, because they will be ineligible as seniors.

### **Grades 7-8**

In order to participate on or against teams made up of only 7th graders, you must not have reached 14 years of age prior to July 1 preceding the opening of school.



In order to participate on or against teams made up of only 8th-graders, you must not have reached 15 years of age prior to July 1 preceding the opening of school.

In order to participate on or against teams made up of only 9th graders (freshmen teams), you must not have reached 16 years of age prior to July 1 preceding the opening of school.

Students may participate with the next higher grade team if they no longer meet the age limit for their grade.

NOTE: Check with your school principal or athletic director for options available to you if you are ineligible for your grade level because of age.

## 7. Entering School

You must enter school within the first 11 days of the semester in order to be eligible that semester.

## 8. Recruiting of Athletes

You will be ineligible for your career at a school if you are influenced by a person to attend that school for athletic or activities purposes. You may, however, return to your original school and be ineligible for no more than 365 days.

## 9. Playing Under A False Name

If you compete under an assumed or false name, you immediately become ineligible for up to 365 days.

## 10. Amateur and Awards Standards

An athlete must maintain “amateur standing” 365 days a year in the sport concerned in order to participate in interscholastic athletics – the following restrictions govern the receipt of awards in both interscholastic play AND non-school competition/participation.

After entering a member school, you will become ineligible *in the sport concerned* if you receive any of the following PROHIBITED awards for participating in an athletic contest or being an athlete:

- An award of cash, a gift-certificate/gift-card or an award that is the equivalent of cash is PROHIBITED for amateurs.
- Merchandise which exceeds a manufacturer's suggested retail price (MSRP) of \$250 is PROHIBITED for amateurs. However, there is no value limit in regard to awards which are symbolic in nature, such as medals, ribbons, trophies, plaques, etc.

Awards should be approved in advance by your school.

Commemorative jewelry may be presented by the school (i.e. championship ring or necklace) (no value limit).

## 11. Non-School Competition

You may not practice for, or participate with, a non-school team or in any organized non-school athletic competition and for your school team *in the same sport* during the school sport season. Contact your school's athletic director for specific details in regard to individual sports (swimming & diving, tennis, golf, cross country, track & field, wrestling).

You may participate on a school team and a non-school team in *different* sports during the same season; however, you may not practice for the non-school team or participate in organized non-school athletic competition *on the same day* that you practice with or participate for the school team *without prior approval of your school administrator*.

You must receive approval in advance from your school principal or athletic director in order to miss school time to practice for, travel to or compete in organized non-school athletic competition.

You will become ineligible in any sport in which you play as a member of a junior college, college or university team.

Before you join a non-school team or enter any non-school competitive athletic event, your school principal or athletic director should be consulted to make certain these standards are met.

## 12. Contact with Coaches

### **No-Contact Periods**

All Sports: The seven days prior to the first allowable practice date each season is a no-contact period in which no "contact" takes place between school coaches and students enrolled in the member school, or who will be enrolled in the member school during the upcoming school year.

### **Sport-Specific**

Before attending any specialized athletic camp(s)/clinic(s) or group sport instruction, you should consult with your school principal or athletic director to make sure it meets the criteria published in the MSHSAA Official Handbook.

## 13. College Auditions and Tryouts

You may participate in an event conducted by a college or university during the school year under certain conditions. Consult your athletic director.

You may participate in a college tryout, audition or evaluation event conducted by a private organizer for a specific sport outside the school season of the sport concerned.

You may not miss school time to travel to or participate in the event unless your absence is approved in advance by the school administrator.

NOTE: See your administrator before signing up and agreeing to attend any such events.

## 14. Residence Requirements

A student may be eligible at the public or nonpublic school located in the district in which the student's parents reside. In the case of a public multiple-school district, a student may be eligible at the school designated for the student to attend, based on parents' residence, by the board of education.

## 15. Transferring Schools

If you transfer schools, you will be ineligible for 365 days, unless your circumstances meet one of the exceptions listed in the MSHSAA Residence and Transfer Rules (By-Law 3.10). Make an appointment with the school's athletic director to review these exceptions. Several, but not all, are described below.

Exception 1: If you move with your entire family across a boundary line into your new school district, you will be eligible at your new school provided you were eligible in all other respects at your former school and provided there are no other issues with the transfer. You and your entire family must move to the new residence at the same time prior to attending classes.

Exception 2: A student may be eligible immediately at the school of his or her choice upon first being promoted from the 8th grade into the 9th grade, provided the student is eligible in all other respects.

Exception 10: Foreign Exchange Students are eligible for varsity competition for one year and only if they are seniors (semester 7 or 8), provided they are participating in an exchange program listed by CSIET. However, no member of the school's coaching staff for the sport concerned may serve as a host family, or eligibility of the student will be affected.

Always check with your school principal or athletic director before you transfer to determine whether it will affect your eligibility.

School discipline follows a student to a new school. Being expelled, or being forced to withdraw, from a school also causes 365 days of ineligibility for a student.

You shall become ineligible for 365 days if you transfer to another school for athletic reasons.

## 16. Graduated Students

You will be ineligible to participate after graduation from a senior high school or its equivalent. Students who are granted an early release after their junior year are ineligible for further participation. *(NOTE: You are eligible to participate in state-series events which extend beyond the date of your school's graduation at the end of the spring semester of your senior year.)*