

SPRING HILL MIDDLE SCHOOL

STUDENT AND PARENT ACTIVITIES HANDBOOK

2020 – 2021



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ACTIVITIES AND ORGANIZATIONS

ACTIVITY- ORGANIZATION	COACH/SPONSOR	PHONE	EMAIL
		592-XXXX	
Band Director	Mitchel Brumley	8132	brumleym@usd230.org
Basketball - Boys	Head Coach – Jordan Kupersmith	7326	kupersmithj@usd230.org
	Asst. Coach – Kyle Pope	7423	popeky@usd230.org
	Asst. Coach – Chris Edstrom	7186	edstromc@usd230.org
	Asst. Coach – Jeff Hargrove	7381	hargrovej@usd230.org
Basketball - Girls	Head Coach – Kyle Pope	7423	popeky@usd230.org
	Asst. Coach – Megan Storey	7308	storeym@usd230.org
	Asst. Coach – Kelly Koenigsman	8137	koenigsmank@usd230.org
	Asst. Coach – Jill Starling	7302	starlingj@usd230.org
Cheerleaders	Coach Aide – Danielle Eckert	8102	eckertd@usd230.org
	Coach – Kelli Wittman	7406	wittmank@usd230.org
Cross Country	Head Coach – Travis Brown	7191	browntr@usd230.org
	Asst. Coach – Sarah Hays	7318	hayss@usd230.org
Choir Director	James Scroggins	7300	scrogginsj@usd230.org
Football	Head Coach – Tucker Woofert	7384	wooftert@usd230.org
	Asst. Coach –Dalton Maples	7443	maplesd@usd230.org
	Asst. Coach – Chris Edstrom	7186	edstromc@usd230.org
	Asst. Coach – Clay Frigon	7355	frigonc@usd230.org
Publications	Sponsor – Hannah Burns	7498	burnsh@usd230.org
Orchestra Director	Ronald Juzeler	7218	juzelerr@usd230.org
Drama - Maverick Play	Director – Lindsay Bray	7314	brayl@usd230.org
	Director– Paul Carter	7438	carterp@usd230.org
Student Advisory Council	Sponsor – Lindsay Bray	7314	brayl@usd230.org
Track - Boys	Head Coach – Travis Brown	7191	browntr@usd230.org
	Asst. Coach - Kyle Pope	7423	popeky@usd230.org
Track - Girls	Head Coach – Taylor Woodward	7311	woodwardt@usd230.org
	Asst. Coach – Jill Starling	7302	starlingj@usd230.org
Volleyball	Head Coach – Jennifer House	7102	housej@usd230.org
	Asst. Coach – Brooke Curry	7327	curryb@usd230.org
	Asst. Coach – Lisa Lucas	7230	lucasl@usd230.org
	Asst. Coach – Molly Dugan	8136	duganm@usd230.org
Wrestling	Head Coach – Mike Nemer		
	Asst. Coach – Ricky Moritz		
Yearbook	Sponsor – Noel Miller	7309	millern@usd230.org
	Sponsor – Hannah Burns	7498	burnsh@usd230.org

SPRING HILL MIDDLE SCHOOL STUDENT & PARENT ACTIVITIES HANDBOOK

This handbook has been prepared in order to coordinate extra-curricular activities in USD 230. The primary purposes of these policies are to increase understanding, cooperation and success between and among students, parents and staff at Spring Hill Middle School and to develop effective student activity programs.

It is our hope that the student participant and his/her parent read and discuss this handbook. We welcome any questions, concerns and/or suggestions.

Activities Philosophy

All activities at Spring Hill Middle School are designed to benefit ALL of the STUDENTS involved. Our goal is not only to teach the student participants the activity but also to teach how this activity relates to life and how their experiences may help them become more successful in life. By emphasizing basic skills, teamwork, cooperation, effort and sportsmanship, we believe that we will instill pride, confidence, and build positive self-esteem in each student participant.

We believe that who “wins” and who “loses” is secondary to providing opportunities for each student to begin to realize his/her potential. Though each and every student may not have *equal* playing time, each student *will* have the opportunity to participate as long as they are in compliance with Kansas State High School Activities Association (KSHSAA), USD 230 and SHMS participation policies and team rules.

It is our purpose to provide activity programs that will introduce a variety of ideas and experiences designed to make each student aware of his/her potential as a whole person and to help him/her become creative, responsible, and productive in a changing world.

Providing positive experiences for students will demand a cooperative effort from all coaches/sponsors, students, and parents if we are to reach our maximum potential in the entire activities program.

SPRING HILL MIDDLE SCHOOL ACTIVITY POLICIES/PROCEDURES

ACTIVITY TRIPS

Activity trips are made by bus or district transportation ONLY. The coach/sponsor has responsibility for the conduct of the students on the bus. While riding on buses, bus drivers, coaches, students and/or accompanying personnel should not indulge in any action that would be a negative reflection on the school or on the students or that violates school/district policy.

People representing our school - the coach/sponsor and the team - should dress appropriately. The coach/sponsor will be responsible for determining the appropriate student dress for the activity.

Participants accompanying the team or squad are expected to leave and return with the team or squad on all out-of-town trips. Only the principal, the activity director or the coach may excuse a participant from returning with the team. A participant may be given permission to return home with their parents or with the parents of another student. The parent of the participant must sign the student out with the coach prior to leaving the activity. Before the student rides home with an adult other than the parent, written confirmation from the parent must be submitted to the coach and/or administration; the adult transporting the student must sign the student out with the coach.

AGE REQUIREMENT

In accordance with Kansas State High School Activities Association (KSHSAA) policies and requirements,

*Any student who reaches fourteen for the seventh grade, fifteen for the eighth grade, or sixteen for the ninth grade, after August 1, shall be eligible for the remainder of that school year.

*Any student who reaches fourteen on or before August 1, shall be ineligible for seventh grade competition, but may compete on a mixed grade team (any combination of middle/junior high school grades).

*Any student who reaches the age of fifteen on or before August 1, shall be ineligible for eighth grade competition, but may compete on a mixed grade team (7th, 8th and 9th, or 8th and 9th, but not 7th and 8th grades).

*Any student who reaches the age of sixteen on or before August 1, shall be ineligible for any middle/junior high school competition.

BUILDING USE

NO student participant should be in any other part of the building besides a supervised practice/playing area or locker room unless he/she is being supervised by a coach/sponsor. All student participants are to be supervised while on school grounds and/or at away game building grounds.

CLASS ATTENDANCE

As stated earlier, academics are the first priority at SHMS. Therefore, students must attend ALL scheduled classes in order to participate in extra-curricular activities on that same day; this includes both practice and contests. Exceptions may only be made by the building administrator, preferably in ADVANCE.

CONCUSSION INFORMATION FORM

As an added precaution to any serious injury, we have provided information about the definition, symptoms, and actions to be taken in the event your child suffers a head injury. KSHSAA and USD230 require that the participant and the parent(s)/guardian(s) sign and date this form after reading it and that they turn this completed form into the office or to the coach. Athletic participants will be required to turn this completed form in (along with a completed physical form and an insurance verification/emergency contact form) to the office before they can participate in practices and/or games. A copy of this form is in the Appendix of our Student-Parent Activities Handbook form, which can be found online or in hard copy in our office.

https://shms.usd230.org/about_us/handbooks

SHMS will implement the return to play protocol recommended by the Center for Disease Control and Prevention (CDC). This is a 5-step progression to help the student-athlete return to play safely. SHMS coaches, nurse and/or the district athletic trainer will manage the CDC's return to play progression for all activities.

CONDUCT OF COACHES, PARTICIPANTS, PARENTS AND OTHER FANS

Coaches/sponsors and parents have a tremendous influence on the actions of student participants and fans. ALL people attending the activity are expected to accept the decisions of the officials. Displaying extreme emotional disagreement with officials is a poor reflection upon the school and a violation of the Frontier League Rules and KSHSAA Rule 52. Only positive attitudes and actions are encouraged. (See Appendix - Frontier League Rules and KSHSAA Rule 52)

Student participants must also be in compliance with all district, SHMS and team policies regarding conduct. Failure to do so may result in disciplinary action. Any student who is suspended, in-school or out-of-school, will be ineligible to participate during the suspension.

DRESSING ROOMS

Dressing rooms are to be supervised at all times when student participants are using them. All participants shall be out of the dressing room area before the coach leaves. Dressing rooms must be locked when unoccupied. Students are expected to secure their belongings and are responsible to do so. Valuables should always be given to the coach/sponsor to secure.

ELIGIBILITY REQUIREMENTS

Any/all student participants in extra-curricular activities must be in compliance with KSHSAA policies regarding eligibility as well as district and building policies. (See copy of KSHSAA Physical Form - front and back - in Appendix)

EQUIPMENT CHECK-OUT

Clothing and other equipment used for games, meets, practices, etc. will be checked out to the participants by the coach/sponsor. After it is checked out to the student, it becomes his/her responsibility. The student will be responsible for the cost of items lost, stolen, or unreasonably damaged. It is the responsibility of the coach/sponsor to determine an efficient check-in and check-out method and to maintain accurate records. Athletic equipment and uniforms should be checked out to the student for the duration of the season; however, students are expected to return this property to the coach immediately following the season. The student may keep only items that are purchased by the student.

INJURIES

Each coach/sponsor will be required to keep a current insurance/emergency form on each participant at all times, at home and away, at contests and at practices. For athletes who need immediate attention, the

coach/sponsor will attempt to call the parent as soon as possible. If he/she is unable to contact the parent or family doctor, he/she will attempt to contact the person listed on the emergency medical info form. IF THERE IS ANY DOUBT AS TO THE SERIOUSNESS OF THE INJURY, THE COACH WILL CALL LOCAL EMERGENCY SERVICES. In any case, the coach will not leave the injured player unattended. If there is any pertinent medical and/or emergency information that would help us in the case of an emergency, please give it to us in written form as soon as possible. List this on the insurance/emergency form as well as on the physical form.

In the event that a student participant is injured, the coach/sponsor may require a doctor's release before the student is allowed to continue to fully participate.

INSURANCE

Each student participant will be required to be covered by insurance for the duration of the season. EACH STUDENT MUST COMPLETE AND TURN IN AN INSURANCE VERIFICATION FORM AND EMERGENCY MEDICAL INFORMATION FORM TO THE COACH OR TO THE OFFICE BEFORE HE/SHE MAY PARTICIPATE IN A GAME OR PRACTICE. The district offers "Student Accident Coverage" serviced by K&K Insurance Group, Inc. to be purchased if needed. Visit the SHMS office or www.StudentInsurance-kk.com for more information.

JOB DESCRIPTIONS

Job descriptions for all USD 230 employees have been approved by the Board of Education. Specific copies have been distributed to each coach/sponsor and can be made available by contacting the building principal.

LETTERING PROCEDURE

In order for a student participant to letter in an activity, he/she must complete the entire season of that activity and be in good standing. *Exception - a participant who by reason of illness or injury fails to complete a full season may receive a letter/bar/certificate if, in the opinion of the coach/sponsor, he/she would have lettered if able to complete the season.

The first time a student letters in an activity at SHMS, he/she will be given a certificate, activity pin and a letter "S". Following that, students will be given a certificate and gold bar after completing **the 2nd year** of an activity.

OUTSIDE COMPETITION

As required by KSHSAA, students may NOT engage in outside competition in the **same sport during the school season** in which they are representing their school. *NOTE: Consult the coach or administration before participating individually or on a team in any game, training session, contest, or tryout conducted by an outside organization.* Failure to abide by the KSHSAA rules regarding outside competition may result in the student participant(s)/team receiving sanctions by the KSHSAA.

More information can be accessed at the webpages below:

<http://www.kshsaa.org/Public/General/FAQ.cfm>

<http://kshsaa.org/public/General/SummerCamps.cfm>

PHYSICAL FORMS/PARENT CONSENT

All students who participate in an athletic extra-curricular activity must have passed a current physical examination and have turned in the completed KSHSAA form to the office; this physical shall not be taken earlier than May 1 the school year for which it is applicable. NO STUDENT MAY PARTICIPATE IN A CONTEST OR PRACTICE UNTIL THIS COMPLETED KSHSAA FORM IS TURNED IN TO

THE OFFICE/ACTIVITIES DIRECTOR. This form also requires a completed Verification of Insurance Form, a Concussion Information Form, and ImPact Assessment Form signed by both the parent and athlete. The district insurance verification form/emergency medical information form also needs to be completed and turned in before a student may participate in a contest. (See Appendix) These forms are also available on line on the district/school web site.

[SHMS Physical Packet](#)

[PICKING UP STUDENTS FROM ACTIVITY](#)

SHMS coaches/sponsors are required to supervise any/all student participants until they have all been picked up from the game/practice. Therefore, SHMS administrators/coaches/sponsors respectfully request that the parent make arrangements for the student to be picked up from all SHMS practices and games **within 15 minutes** of the scheduled end of the activity. SHMS coaches/sponsors are expected, in turn, to provide each parent with a schedule with ending and approximate return times listed for each game and practice. (It is impossible to predict the *exact* ending and return time for games; however, we will base our times on past experience.) Coaches/sponsors are also expected to dismiss practices at the designated ending practice time *unless* he/she has obtained permission from the parent(s) to continue practicing with the student participant(s).

Student participants who are habitually late in being picked up from games/practices will be dealt with by the administration/coach/sponsor, which may include disciplinary action. (See Late Pick-Up Notice in Appendix)

[PROCEDURE FOR COMMUNICATION](#)

We request that all matters concerning any phase of activities first be brought to the attention of the coach/sponsor, following the chain of command. If a satisfactory agreement cannot be obtained, the matter will be referred to the A.D. and/or principal. Parents are asked not to go directly to the principal, superintendent, or district personnel without first going to the coach and/or A.D.

[RULES/EXPECTATIONS FOR BEHAVIOR](#)

As stated in our philosophy, our goal in providing student activities is to provide students with experiences that may help them become more successful in life. This requires cooperation and structure. Therefore, each head coach/sponsor of each program will provide to the student and to the parents a written list of rules, expectations and consequences. The coach/sponsor will explain these to each student participant and hold him/her accountable for behavior. See examples of team rules in the Appendix.

In addition, each student participant will be under the guidance of KSHSAA and Frontier League rules and policies as well as district and SHMS rules and policies. (See Appendix)

[SCHOOL ADDRESSES FOR EVENTS](#)

Addresses of each school in our league or event locations are in the appendix of this document. (See Appendix)

[SPORTSMANSHIP](#)

As coaches/sponsors and parents, we are all responsible for the conduct of the student participants as well as for our own behavior. We must all be familiar with KSHSAA RULE 52: communicate its rules and intent and expectations for compliance to all student participants and fans. All conduct is a reflection on our school and our district.

It is expected that all players be instructed in the rules of the particular activity so there is no misunderstanding. Standards for student behavior and effort should be reasonable and attainable. (See Appendix for Rule 52)

SUPERVISION

Coaches/sponsors are responsible for the supervision of all student participants before, during, and after all meetings, practices, and games, both at home and away. Student participants are not to be on our school grounds or on another school's grounds for an activity without the supervision of a coach/sponsor.

We ask that parents make arrangements in advance for the student participant to be picked up from school within **15 minutes** of the scheduled ending or return time.

TRANSPORTATION

See "[Activity Trips](#)"

WEEKLY ELIGIBILITY

Because participation in extra-curricular activities is a privilege that incurs many hours outside of the regular school day, it is important that participating students be held accountable both academically and behaviorally. It is the belief of the Spring Hill Middle School staff and administration that academics have a very definite priority over extra-curricular activities. In an attempt to consistently monitor these students, we have developed a WEEKLY eligibility report system.

IN ADDITION to the requirements set by the KSHSAA, this SHMS system will have the following guidelines for students who are participating in extra-curricular activities. These requirements will cover two areas – academics and behavior. *Eligibility will be checked each week by the office and coaching staff.*

1) **ACADEMICS:** 7th and 8th grade teachers will update student grades each week and the office will conduct an eligibility check of all participants. This is a cumulative grade from the first day of the semester grading period. The coach and/or building administrator will notify a student earning a grade at or below a C-. (The rationale for reporting any grade at or below a C- is to increase awareness of both the student and the coach.) Any student earning a failing (F) grade on the eligibility check will meet with an administrator and the procedure below will be followed:

*Each student will be granted (1) one "warning week" for the entire school year.

**All other instances will result in the student being ineligible until the next weekly eligibility check. Students who are ineligible may be able to attend practices depending upon the seriousness of the academic situation and/or student effort to improve their grade(s) (coach's/administrator's decision).

2) **CONDUCT:** Coaches/sponsors are not responsible for handling a teacher's classroom discipline for him/her; however, all students participating in extra-curricular activities are expected to represent SHMS in a positive manner both in and out of the classroom. Therefore, teachers are expected to report student-athlete conduct problems to the Activities Director. Coaches/sponsors and/or administrators will then address the situation on an individual basis at their discretion. Severe and or persistent behavior problems may result in the student's ineligibility or dismissal from the team. Any student who is suspended, in-school or out-of-school, will be ineligible to participate during the suspension.

Any student receiving a failing grade is to meet with the teacher of each class which they are failing to receive academic assistance during any week in which they are failing any class.

This eligibility report is administered by the A.D. and is ultimately subject to the discretion of the building administrators. It is supplemental to all KSHSAA, USD 230, and SHMS policies.

Kansas State High School Activities Association
PH: 785.273.5329 WEBPAGE: <http://www.kshsaa.org/>

SH District and Middle School Web Sites

<http://www.usd230.org/>
<http://shms.usd230.org/>

*****THIS HANDBOOK IS SUPPLEMENTAL TO ALL SHMS AND USD 230 POLICIES*****

APPENDIX

FRONTIER LEAGUE EXPECTATIONS

CITIZENSHIP & SPORTSMANSHIP

In compliance with the KSHSAA regulations and the Frontier League, Spring Hill Middle School adheres to the values and concepts of citizenship and sportsmanship.

Sportsmanship is in -- Be in style!

- 1. Be courteous to all participants, coaches, officials, staff and fans. Booing is prohibited.**
- 2. Abide by and respect the official's decisions. Know the contest rules.**
- 3. Win with character and lose with dignity.**
- 4. Display appreciation for good performance regardless of the team.**
- 5. Exercise self-control and reflect positively upon yourself, the team, and your school.**
- 6. Permit only positive sportsmanship behavior to reflect on your school and its activities.**
- 7. Please do not stomp on, kick or otherwise abuse the bleachers.**

Thank you for your cooperation and assistance in modeling the concepts of sportsmanship for our youth.

PARENT TRANSPORTATION REQUEST

Date _____

I, _____, parent/legal guardian of
(parent/legal guardian)

_____, give permission for

(name of son/daughter)
student)

(name of adult transporting

to transport my son/daughter from today's activity at

_____.

(location of activity)

We assume full responsibility for the supervision and care of this student at this time.

Signature _____
(Signature of adult transporting student)

Signature _____
(Signature of parent/legal guardian)

SHMS ACTIVITY LATE PICKUP

Date: _____

Parent: _____

SHMS coaches/sponsors are required to supervise any/all student participants until they have all been picked up from the game/practice. Therefore, SHMS coaches/sponsors respectfully request that the parent make arrangements for the student to be picked up from all SHMS practices and games **within 15 minutes** of the scheduled end of the activity. SHMS coaches/sponsors are expected, in turn, to provide each parent with a schedule with ending and approximate return times listed for each game and practice. (It is impossible to predict the *exact* ending and return time for games; however, we will base our times on past experience.)

Your student, _____ has not been picked up on time after the last _____ practices. Student participants who are habitually late in being picked up from games/practices will be dealt with by the coach/sponsor, which may include disciplinary action.

Coach name/signature

EXAMPLE

**Spring Hill Middle School
ACTIVITY RULES/EXPECTATIONS**

Philosophy: Though each and every student may not have *equal* playing time, each student *will* have the opportunity to participate as long as they are in compliance with Kansas State High School Activities Association (KSHSAA), USD 230, and SHMS participation policies and team rules.

- 1.) All participants must be in compliance with all Kansas State High School Activities Association, USD 230, and SHMS participation policies and team rules. Student participants must also be in good standing, both academically and behaviorally, to participate:
Academic Weekly Eligibility: Any player who is failing (“F”) a class will be ineligible for the week. Any student receiving a failing grade is to meet with the teacher of each class he/she is failing to ascertain and attempt to remedy the problem.
Behavior: If a student must serve a tenth hour and/or part of a practice is unexcusably missed, he/she may also have an additional team consequence, i.e. extra running. After the 3rd tenth hour, a conference will be held with the coaches. Any student who is suspended (ISS or OSS) is not considered to be in good standing and will not be allowed to participate during the suspension.
- 2.) All players should be dressed and ready for practice at 3:30pm sharp. It is the player’s responsibility to secure his/her belongings. Valuables should be given to the coach to secure until the end of the contest/practice. Players are responsible for any equipment/uniforms checked out to them. School items that are lost or unreasonably destroyed must be reimbursed by the student participant.
- 3.) Players must follow the safety/playing instructions given by the coaches.
- 4.) Members of the team are required to travel to and from the game by school transportation provided for this purpose. Only the coach and/or the building administration may excuse a participant from returning with the team. A participant may be given permission to return home with his/her parents or with the parents of another student. The participant must present a written request to the coach and/or building administrator. Before he/she can ride home with another parent, written confirmation from his parent AND the other parent is needed. That parent must sign the student(s) out with the coach before leaving the contest site.
- 5.) Players are expected to be in attendance at school all day to participate in practice/games. A building administrator may grant exceptions. Players who are absent from school because of illness or family emergency will be excused. Players who are absent from practice for some other reason must have a written excuse handed in to the coach before practice if possible or before the following practice. Any player with an unexcused absence the week before/of a game may not be permitted to play in the game.
- 6.) If a player is injured, he/she must have a written doctor’s release before he/she is allowed to resume participation.
- 7.) We request that parents pick students up within 15 minutes of the ending time of practice/game.
- 8.) All players are expected to have a positive attitude, put forth their best effort, show willingness to work and cooperate, and display good sportsmanship -- both at practice and at games.
- 9.) In the event that a large number of students are involved in an activity, the coach/sponsor may divide the team into a varsity, junior varsity, tournament team, etc. This is the coach’s decision.
- 10.) In order for a student participant to letter in an activity, he/she must complete the entire season of that activity and be in good standing. **EXCEPTION:** A participant who, by reason of illness or injury, fails to complete a full season, and if, in the opinion of the coach/sponsor, he/she would have lettered if able to complete the season.

Cut off and return this bottom section to the coach/sponsor before the first game.

I have read and understand these rules and have discussed them with my son/parent.

Parent/guardian signature

Student participant signature

date

EXAMPLE

Spring Hill Middle School
FOOTBALL RULES/EXPECTATIONS

Philosophy: Though each and every student may not have *equal* playing time, each student *will* have the opportunity to participate as long as they are in compliance with Kansas State High School Activities Association (KSHSAA), USD 230, and SHMS participation policies and team rules.

1.) All participants must be in compliance with all Kansas State High School Activities Association, USD 230, and SHMS participation policies and team rules. Student participants must also be in good standing, both academically and behaviorally, to participate:

Academic Weekly Eligibility: Any player who is failing (“F”) a class will be ineligible for the week.

Any student receiving a failing grade is to meet with the teacher of each class he/she is failing to ascertain and attempt to remedy the problem.

Behavior: If a student must serve a tenth hour and part of a practice is missed, he/she may also have an additional team consequence, i.e. extra running. After the 3rd tenth hour, a conference will be held with the coaches. Any student who is suspended (ISS or OSS) is not considered to be in good standing and will not be allowed to participate during the suspension.

2.) All players should be dressed and ready for practice at 3:30pm sharp. It is the player’s responsibility to secure his belongings. Valuables should be given to the coach to secure until the end of the contest/practice. Players are responsible for any equipment/uniforms checked out to them. The student participant must reimburse the school for items that are lost or unreasonably destroyed.

3.) Players must follow the safety/playing instructions given by the coaches. Helmets are to remain on players’ heads during entire practices and games with the exception of water breaks and halftime. When tackling, **DO NOT USE THE HELMET AS A SPEAR.**

4.) Football shoes are not to be worn in the building at any time.

5.) Members of the team are required to travel to and from the game by school transportation provided for this purpose. Only the coach or building administrator may excuse a participant from returning with the team. A participant may be given permission to return home with his/her parents or with the parents of another student. The participant must present a written request from his parent to coach and/or building administrator. Before he can ride home with another parent, written confirmation from his parent AND the other parent is needed; the other parent must sign the student out with the coach before leaving the contest site.

6.) Players are expected to be in attendance at school all day to participate in practice/games. The principal may grant exceptions. Players who are absent from school because of illness or family emergency will be excused. Players who are absent from practice for some other reason must have a written excuse handed in to the coach before practice if possible or before the following practice. Any player with an unexcused absence the week before/of a game will not be permitted to play in the game.

7.) If a player is injured, he must have a written doctor’s release before he is allowed to resume participation.

8.) We request that parents pick students up within 15 minutes of the ending time of practice/game.

9.) All players are expected to have a positive attitude, put forth their best effort, show willingness to work and cooperate, and display good sportsmanship -- both at practice and at games.

10.) In the event that a large number of students are involved in a sport, the coaches may divide the team into a varsity, junior varsity, tournament team, etc. This is the coach’s decision.

11.) In order for a student participant to letter in an activity, he/she must complete the entire season of that activity and be in good standing. *Exception: a participant who, by reason of illness or injury, fails to complete a full season. He/she may receive a letter/bar/certificate if, in the opinion of the coach/sponsor, he/she would have lettered if able to complete the season.

Cut off and return this bottom section to the coach before the first game.

I have read and understand these rules and have discussed them with my son/parent.

Parent/guardian signature

Student participant signature

date



Dear Parent/Guardian,

Spring Hill Middle School is implementing an innovative program for our student-athletes called ImPACT. ImPACT is a computerized exam utilized in many professional, collegiate, and high school sports programs across the country to provide important brain function baseline data. If an athlete is believed to have suffered a head injury during competition, ImPACT may be used by the doctor to help determine the severity of the head injury and coordinate safe return to play.

The computerized exam is given to athletes at the beginning of the season. This non-invasive test is set up in “video-game” type format and takes about 30-45 minutes to complete. It is simple, and actually many athletes enjoy the challenge of taking the test. Essentially, the ImPACT test is a preseason physical of the brain. It tracks information such as memory, reaction time, speed, and concentration. It, however, is not an IQ test.

If a concussion is suspected, the athlete will be required to re-take the test. Both the preseason and post-injury test data is utilized by a medical professional to help evaluate the injury. The information gathered can also be shared with your family doctor. The test data will enable these health professionals to determine when return to play is appropriate and safe for the injured athlete. If an injury of this nature occurs to your child, you will be promptly contacted with all the details.

I wish to stress that the ImPACT testing procedures are non-invasive, and they pose no risks to your student-athlete. We are excited to implement this program given that it provides medical professionals with additional information for managing concussions and preventing potential brain damage that can occur with multiple concussions. The Spring Hill Middle School administration and coaching staff are striving to keep your child’s health and safety at the forefront of the student-athlete experience. ***It is mandatory to return the attached consent/Opt-out form with the appropriate signatures.*** If you have further questions regarding this program please feel free to contact me at 913-592-7288.

Sincerely,
Activities Director
Spring Hill Middle School



Select only ONE of the following: Either Consent or Opt-out

1. Consent Form

For use of the Immediate Post-Concussion Assessment and Cognitive Testing (ImPACT)

I have read the attached information. I understand its contents. I have been given an opportunity to ask questions and all questions have been answered to my satisfaction. I agree to participate in the ImPACT Concussion Management Program.

Printed Name of Athlete _____

Sport(s) _____

Signature of Athlete

Date

Signature of Parent

Date

2. Opt-Out Form

I have read the attached information. I understand its contents. I have been given an opportunity to ask questions and all questions have been answered to my satisfaction. I choose not to participate in the ImPACT Concussion Management Program.

Printed Name of Athlete _____

Sport(s) _____

Signature of Athlete

Date

Signature of Parent

Date

**KSHSAA RECOMMENDED CONCUSSION & HEAD INJURY INFORMATION RELEASE
FORM
2020-2021**

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

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

Symptoms may include one or more of the following:	
<ul style="list-style-type: none"> • Headaches • “Pressure in head” • Nausea or vomiting • Neck pain • Balance problems or dizziness • Blurred, double, or fuzzy vision • Sensitivity to light or noise • Feeling sluggish or slowed down • Feeling foggy or groggy • Drowsiness • Change in sleep patterns 	<ul style="list-style-type: none"> • Amnesia • “Don’t feel right” • Fatigue or low energy • Sadness • Nervousness or anxiety • Irritability • More emotional • Confusion • Concentration or memory problems (forgetting game plays) • Repeating the same question/comment

Signs observed by teammates, parents, and coaches include:	
<ul style="list-style-type: none"> • Appears dazed • Vacant facial expression • Confused about assignment • Forgets plays • Is unsure of game, score, or opponent • Moves clumsily or displays incoordination • Answers questions slowly • Slurred speech 	<ul style="list-style-type: none"> • Shows behavior or personality changes • Can’t recall events prior to hit • Can’t recall events after hit • Seizures or convulsions • Any change in typical behavior or personality • Loses consciousness

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

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

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one (second impact syndrome). This can lead to prolonged recovery, or even to severe brain swelling with devastating and even fatal consequences. It is well known that adolescent or teenage athletes

will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately and an urgent referral to a health care provider should be arranged (if not already onsite). No athlete may return to activity after sustaining a concussion, regardless of how mild it seems or how quickly symptoms clear, without written medical clearance from a Medical Doctor (MD) or Doctor of Osteopathic Medicine (DO). Close observation of the athlete should continue for several hours. You should also inform your child's coach if you think that your child may have a concussion Remember it is better to miss one game than miss the whole season. **When in doubt, the athlete sits out!**

Cognitive Rest & Return to Learn

The first step to concussion recovery is cognitive rest. This is essential for the brain to heal. Activities that require concentration and attention such as trying to meet academic requirements, the use of electronic devices (computers, tablets, video games, texting, etc.), and exposure to loud noises may worsen symptoms and delay recovery. Students may need their academic workload modified while they are initially recovering from a concussion. Decreasing stress on the brain early on after a concussion may lessen symptoms and shorten the recovery time. This may involve staying home from school for a few days, followed by a lightened school schedule, gradually increasing to normal. Any academic modifications should be coordinated jointly between the student's medical providers and school personnel. After the initial 24-48 hours from the injury, under direction from their health care provider, patients can be encouraged to become gradually and progressively more active while staying below their cognitive and physical symptom-exacerbation thresholds (i.e., the physical activity should never bring on or worsen their symptoms). No consideration should be given to returning to full sport activity until the student is fully integrated back into the classroom setting and is symptom free. Occasionally a student will be diagnosed with post-concussive syndrome and have symptoms that last weeks to months. In these cases, a student may be recommended to start a non-contact physical activity regimen, but this will only be done under the direct supervision of a healthcare provider.

Return to Practice and Competition

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

For current and up-to-date information on concussions you can go to:

<http://www.cdc.gov/concussion/HeadsUp/youth.html>

<http://www.kansasconcussion.org/>

For concussion information and educational resources collected by the KSHSAA, go to:

<http://www.kshsaa.org/Public/General/ConcussionGuidelines.cfm>

SIGN AND RETURN THE NEXT PAGE TO THE SHMS OFFICE

TO ACKNOWLEDGE THAT YOU HAVE READ & UNDERSTAND THE CONCUSSION INFO

RETURN THIS PAGE TO THE SHMS OFFICE
KSHSAA CONCUSSION & HEAD INJURY RELEASE FORM 2020-2021

Student-athlete Name Printed

Student-athlete Signature

Date

Parent or Legal Guardian Printed

Parent or Legal Guardian Signature

Date

**EMERGENCY MEDICAL INFORMATION
AND
INSURANCE VERIFICATION (MANDATORY BY KSHSAA)**

Name of Student (PLEASE PRINT)

PARENT OR GUARDIAN MUST ANSWER THESE QUESTIONS:

1. Is your child covered by Medical Insurance? YES NO

2. If yes, what is the name of the Insurance Company?

3. What is the Medical Insurance Policy Number?

4. If you have a family physician, please list his/her name and telephone number(s):

PHYSICIAN **Work#:** **Home#:**

5. If your child is injured while participating in a school-sponsored activity and it is necessary to take him/her to a hospital, do you have a preference? YES NO

HOSPITAL PREFERENCE

6. List below telephone numbers where you might be reached:

HOME **WORK**

7. In case of emergency, if we cannot contact one of the parents, list below either a relative or a neighbor whom we should contact:

NAME

RELATIONSHIP **PHONE**

Please communicate with the coach/sponsor of any special medical needs that your child may have.

Special conditions/information emergency personnel should be aware of: (ex. Contacts, Asthma, Inhaler needed, Diabetes, etc.):

This is to verify that the above named student is currently covered by an insurance policy, which will be in effect throughout the _____ school year, and that the above-mentioned policy covers injuries sustained in both practice sessions and/or athletic events. It is understood that neither the school nor the coaching staff assumes any responsibility in case of accident. Insurance is **mandatory** before a student can practice or participate in any sport per the Kansas State High School Activities Association. If your student does not have insurance contact the athletic office immediately to inquire about student insurance that is available from K & K Student Insurance Group. Forms are available in the athletic office for you convenience.

Date
Revised
9/00

Signature of Parent/Guardian

**READ, SIGN & MUST RETURN
WITH PHYSICAL IN ORDER FOR
STUDENT TO PRACTICE**

FRONTIER LEAGUE SCHOOLS

NORTH DIVISION

Baldwin Junior High School- Bulldogs
400 Eisenhower Road Baldwin City, Kansas 66006
(785) 594-2448

Eudora Middle School- Cardinals
2635 Church Eudora, Kansas 66025
(785) 542-4960

Pioneer Ridge Middle School- Jaguars
16200 Kill Creek Road Gardner, Kansas 66030
(913) 856-3850

Trail Ridge Middle School- Huskies
495 E. Grand Street Gardner, Kansas 66030
(913) 856-3550

Wheatridge Middle School- Mustangs
318 East Washington Gardner, Kansas 66030
(913) 856-2900

SOUTH DIVISION

Louisburg Middle School- Wildcats
505 East Amity Louisburg, Kansas 66053
(913) 837-1351

Ottawa Middle School- Whirlwinds
1230 South Ash Ottawa, Kansas 66067
(785) 229-8030

Paola Middle School- Panthers
405 North Hospital Drive Paola, Kansas 66071
(913) 294-8030

Spring Hill Middle School- Mavericks
301 East South Street Spring Hill, Kansas 66083
(913) 592-7288

Woodland Spring Middle School- Stallions
17450 W. 167th Street Olathe, Kansas 66062
(913) 592-8188

OTHER SCHOOLS

(locations for events)

Anderson County Junior/Senior High
1100 West Hwy 31 Garnett, Kansas 66032
(785) 448-3115

Mission Trail Middle School
1001 Persimmon Drive Olathe, Kansas 66061
(913) 780-7260

Chisholm Trail Middle School
16700 159th Street Olathe, Kansas 66062
(913) 780-7240

Piper Middle School
4420 N 107th Street Kansas City, Kansas 66109
(913) 721-1144

Tonganoxie Middle School
824 Washington Street Tonganoxie, Kansas 66086
(913) 416-1470

Wellsville Middle School
602 Walnut Street Wellsville, Kansas 66092
(785) 883-4350

Blue Valley Southwest High School
17600 Quivira Road Overland Park, Kansas 66221
(913) 624-2000

Please click on the link below to access the current KSHSAA Physical Form for 7-12 students

[KSHSAA 2019-2020 Physical Form](#)

The entire SHMS Physical Packet information can be accessed on the SHMS webpage with the link below

[2020-2021 SHMS Physical Packet](#)

SHMS Physical Packet Contents

- 1- KSHSAA Physical Form – including exam page to be completed by a medical professional with one of the following titles: MD, DO, DC, PA-C, or APRN and parent/guardian consent page.
- 2- Concussion information and release form (included in handbook)
- 3- ImPact exam information and Consent/Opt-out form (included in handbook)
- 4- League citizenship & sportsmanship expectations (included in handbook)
- 5- Parent transportation request (included in handbook)
- 6- Emergency medical and Insurance verification form (included in handbook)