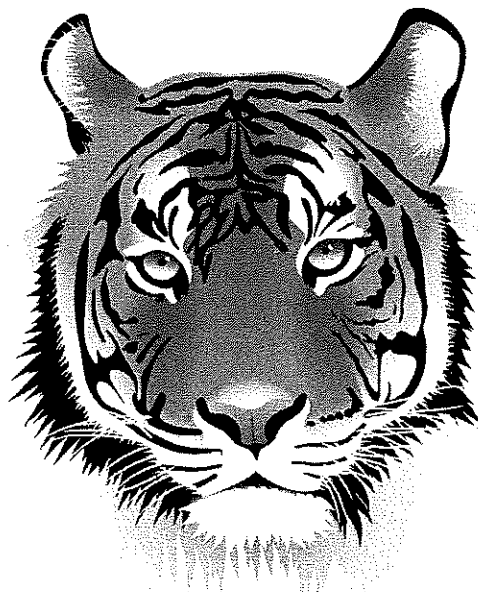


Tioga Central High School

STUDENT ATHLETIC HANDBOOK





Concussions: The Invisible Injury

Student and Parent Information Sheet

CONCUSSION DEFINITION

A concussion is a reaction by the brain to a jolt or force that can be transmitted to the head by an impact or blow occurring anywhere on the body. Essentially a concussion results from the brain moving back and forth or twisting rapidly inside the skull.

FACTS ABOUT CONCUSSIONS ACCORDING TO THE CENTER FOR DISEASE CONTROL (CDC)

- An estimated 4 million people under age 19 sustain a head injury annually. Of these approximately 52,000 die and 275,000 are hospitalized.
- An estimated 300,000 sports and recreation related concussions occur each year.
- Students who have had at least one concussion are at increased risk for another concussion.

In New York State in 2009, approximately 50,500 children under the age of 19 visited the emergency room for a traumatic brain injury and of those approximately 3,000 were hospitalized.

REQUIREMENTS OF SCHOOL DISTRICTS

Education:

- Each school coach, physical education teacher, nurse, and athletic trainer will have to complete an approved course on concussion management on a biennial basis, starting with the 2012-2013 school year.
 - School coaches and physical education teachers must complete the CDC course. (www.cdc.gov/concussion/HeadsUp/online_training.html)
 - School nurses and certified athletic trainers must complete the concussion course. (<http://preventingconcussions.org>)

Information:

- Provide concussion management information and sign off with any parental permission form.
- The concussion management and awareness information or the State Education Department's web site must be made available on the school web site, if one exists.

Removal from athletics:

- Require the immediate removal from athletic activities of any pupil that has or is believed to have sustained a mild traumatic brain injury.
- No pupils will be allowed to resume athletic activity until they have been symptom free for 24 hours and have been evaluated by and received written and signed authorization from a licensed physician. For interscholastic athletics, clearance must come from the school medical director.
 - Such authorization must be kept in the pupil's permanent health record.
 - Schools shall follow directives issued by the pupil's treating physician.

STATE EDUCATION DEPARTMENT'S GUIDANCE FOR CONCUSSION MANAGEMENT

Schools are advised to develop a written concussion management policy. A sample policy is available on the NYS PHSAA web site at www.nysphsaa.org. The policy should include:

- A commitment to reduce the risk of head injuries.
- A procedure and treatment plan developed by the district medical director.
- A procedure to ensure proper education for school nurses, certified athletic trainers, physical education teachers, and coaches.
- A procedure for a coordinated communication plan among appropriate staff.
- A procedure for periodic review of the concussion management program.

RETURN TO LEARN and RETURN TO PLAY PROTOCOLS

Cognitive Rest: Activities students should avoid include, but are not limited to, the following:

- Computers and video games
- Television viewing
- Texting
- Reading or writing
- Studying or homework
- Taking a test or completing significant projects
- Loud music
- Bright lights

Students may only be able to attend school for short periods of time. Accommodations may have to be made for missed tests and assignments.

Physical Rest: Activities students should avoid include, but are not limited to, the following:

- Contact and collision
- High speed, intense exercise and/or sports
- High risk for re-injury or impacts
- Any activity that results in an increased heart rate or increased head pressure

Return to Play Protocol once symptom free for 24 hours and cleared by School Medical Director:

- Day 1:** Low impact, non strenuous, light aerobic activity.
- Day 2:** Higher impact, higher exertion, moderate aerobic activity. No resistance training.
- Day 3:** Sport specific non-contact activity. Low resistance weight training with a spotter.
- Day 4:** Sport specific activity, non-contact drills. Higher resistance weight training with a spotter.
- Day 5:** Full contact training drills and intense aerobic activity.
- Day 6:** Return to full activities with clearance from School Medical Director.

Any return of symptoms during the return to play protocol, the student will return to previous day's activities until symptom free.

SYMPTOMS

Symptoms of a concussion are the result of a temporary change in the brain's function. In most cases, the symptoms of a concussion generally resolve over a short period of time; however, in some cases, symptoms will last for weeks or longer. Children and adolescents are more susceptible to concussions and take longer than adults to recover.

It is imperative that any student who is suspected of having a concussion is removed from athletic activity (e.g. recess, PE class, sports) and remains out of such activities until evaluated and cleared to return to activity by a physician.

Symptoms include, but are not limited to:

- Decreased or absent memory of events prior to or immediately after the injury, or difficulty retaining new information
- Confusion or appears dazed
- Headache or head pressure
- Loss of consciousness
- Balance difficulties, dizziness, or clumsy movements
- Double or blurry vision
- Sensitivity to light and/or sound
- Nausea, vomiting and/or loss of appetite
- Irritability, sadness or other changes in personality
- Feeling sluggish, foggy or light-headed
- Concentration or focusing problems
- Drowsiness
- Fatigue and/or sleep issues – sleeping more or less than usual

Students who develop any of the following signs, or if signs and symptoms worsen, should be seen and evaluated immediately at the nearest hospital emergency room.

- Headaches that worsen
- Seizures
- Looks drowsy and/or cannot be awakened
- Repeated vomiting
- Slurred speech
- Unable to recognize people or places
- Weakness or numbing in arms or legs, facial drooping
- Unsteady gait
- Change in pupil size in one eye
- Significant irritability
- Any loss of consciousness
- Suspicion for skull fracture: blood draining from ear or clear fluid from the nose

CONCUSSION MANAGEMENT TEAM

Schools may, at their discretion, form a concussion management team to implement and monitor the concussion management policy and program. The team could include, but is not limited to, the following:

- Students
- Parents/Guardians
- School Administrators
- Medical Director
- Private Medical Provider
- School Nurse
- Director of Physical Education and/or Athletic Director
- Certified Athletic Trainer
- Physical Education Teacher and/or Coaches
- Classroom Teachers

OTHER RESOURCES

- New York State Education Department
<http://www.p12.nysed.gov/sss/schoolhealth/schoolhealthservices>
- New York State Department of Health
http://www.health.ny.gov/prevention/injury_prevention/concussion/htm
- New York State Public High School Athletic Association
www.nysphsaa.org/safety/
- Center for Disease Control and Prevention
<http://cdc.gov/TraumaticBrainInjury>
- National Federation of High Schools
www.nfhslearn.com – The FREE Concussion Management course does not meet education requirement.
- Child Health Plus
http://www.health.ny.gov/health_care/managed_care/consumer_guide/about_child_health_plus.htm
- Local Department of Social Services – New York State Department of Health
http://www.health.ny.gov/health_care/medicaid/dss/htm
- Brain Injury Association of New York State
<http://www.bianys.org>
- Nationwide Children's Hospital – Concussions in the Classroom
<http://www.nationwidechildrens.org/concussions-in-the-classroom>
- Upstate University Hospital – Concussions in the Classroom
<http://www.upstate.edu/pmr/healthcare/programs/concussion/classroom.php>
- ESPN Video – Life Changed by Concussion
<http://espn.go.com/video/clip?id=7525526&categoryId=5595394>
- SportsConcussions.org
<http://www.sportsconcussions.org/ibaseline/>
- American Association of Neurological Surgeons
<http://www.aans.org/Patient%20Information/Conditions%20and%20Treatment/Concussion.aspx>
- Consensus Statement on Concussion in Sport – Zurich
<http://sportconcussions.com/html/Zurich%20Statement.pdf>

STUDENT ATHLETE RESPONSIBILITIES

ATHLETIC STANDARDS – The following are the athletic standards set for all student athletes. These rules apply to all levels of the program for both boys and girls.

1. After joining an activity, it is expected that a student will continue to be a member of that team for the entire season. If a student quits, or is removed for disciplinary reasons from a team, his or her participation in another sport will not be allowed during that season. For the purpose of clarification, the following sports and their respective seasons are outlined:

<u>FALL</u>	<u>WINTER</u>	<u>SPRING</u>
Football	Basketball	Track
Field Hockey	Wrestling	Golf
Volleyball	Bowling	Baseball
Soccer		Softball
Cross Country		

2. If a student quits, is cut or is removed for disciplinary reasons, this does not exclude him/her from trying out for that activity the next season.
3. If a student quits or is dropped from a team for disciplinary reasons, he/she may not participate in any training session for out-of-season sports for the rest of the current season. This includes any weightlifting, open gyms, unorganized practices, or any activity sponsored or supervised by Tioga Central Schools or any employee of Tioga Central Schools.

4. Alcohol – Tobacco – Illegal Drugs

- a. Possession and/or the use of all tobacco products, including e-cigarettes, by athletes are prohibited.
- b. Possession and/or the use of alcoholic beverages are prohibited.
- c. No player is to be in violation of the school's drug policy.
- d. While enrolled in grades nine through twelve, any student that is in violation of points 4a, 4b and/or 4c, and is a member of a Tioga Central athletic team shall be dealt with as follows:

- 1) The first violation will result in the athlete's suspension from participation in the next two athletic contests in which the team participates. The decision as to whether the athlete practices with the team or dresses for the suspended contest rests with the coach*. (*Students on suspension from school may not participate in athletic activities).

- 2) Any second or subsequent violation during the student's enrollment in grades 9 – 12, while a member of any Tioga Central athletic team, will result in immediate removal from the team. No athletic participation will be allowed until the next athletic season.

- 3) Misconduct: Athletes involved in misconduct not specified in this handbook will be handled on an individual basis by the coach and/or Athletic Director, and/or the Principal. These offenses may occur at any time and are not limited to a specific sports season.

MISCONDUCT POLICY

Because Section IV believes that the purpose of interscholastic athletics is to help promote sportsmanship and also believes that coaches, athletes and officials should be setting examples by their behavior, it is recommended that the following policy be implemented:

All coaches or players should refrain from unsportsmanlike conduct. Any specific act of misconduct of the kind described herein by any coach or player from the modified level through the varsity level in any sport shall result in action by the Section as set forth below:

COACHES AND PLAYERS - Any school whose coach or player is or could have been ejected from an interscholastic competition for having used profanity, engaged in unsportsmanlike conduct or who physically assaults an official shall be sanctioned for such conduct on the part of such coach or player in the following manner:

"Participates" as that term is used in this section, shall mean the following:

Player – dressing for and/or playing in a contest

Coach - being present at the site or facility where the contest is held or otherwise being in a position to observe the contest or be observed from the site itself.

DISQUALIFICATION FOR USE OF PROFANITY OR UNSPORTSMANSLIKE CONDUCT:

1. **First Offense** (within a sports season) - Forfeiture of the next regularly scheduled game if the coach or player in question participates.
2. **Second Offense** - Forfeiture of the next two regularly scheduled games if the coach or player in question participates.
3. **Third Offense** - Forfeiture of any games remaining in the season for that sport in which the coach or player participates.

PHYSICAL ASSAULT OF AN OFFICIAL BY A PLAYER OR COACH:

1. **First Offense** - Forfeiture of any games remaining in the season for that sport in which the coach or player participates.

GENERAL RULES

Any player or coach may be cited for misconduct which occurs before or after the contest is played, and if found guilty, shall subject the school to the same penalties as if the offense occurred during the game. Events occurring away from the site of the contest shall not be handled under this policy, but may be reviewed by the Ethics Committee under its general authority.

Although multiple acts may be cited as evidence of the offense, for purposes of the sanctions set forth above, no more than one offense shall be deemed to have occurred in any one game, except that if a coach or player is ejected from a contest by an official for unsportsmanlike conduct or the use of profanity, any continuation of such unsportsmanlike conduct or profanity following ejection may be cited as an additional offense.

A coach or player shall start each season with a clean record. In other words, the offense provisions contained herein shall not be cumulative from year to year or season to season. If a coach or player has been guilty of a first and second offense in a sport in one year, a third offense in the same sport during year two will be treated as a "first offense."

DEFINITIONS

Player - Any student athlete participating in an interscholastic sport at any level from modified to varsity.

If a player has been accepted for an Individualized Education Program (IEP) prior to the time of the offense, and the hearing panel determines that the offense arose out of a particular condition which rendered the student eligible for an IEP, such player shall not be deemed to have committed an offense and neither the student nor the school shall be penalized under these rules.

Coach - Any person serving in the role of coach, including, but not limited to, assistant or associate coaches, JV coaches, or other persons performing in a role commonly deemed to be that of a coach, regardless of the name or title afforded to such person and regardless of whether they perform at a modified, freshman, junior varsity or varsity level. The fact that a coach is not functioning in an official capacity at the time of the offense shall not exempt a school from the sanctions contained herein.

Participate - Participate shall be defined, for purposes of this policy, as being present on the school grounds of the school where the contest is being held.

Profanity - Profanity, for purposes of this policy, shall be defined as the use of language commonly considered to be swear words and/or obscenities including, but not limited to, any words or phrases generally regarded by officials as meriting ejection, regardless of the tone of the utterance or the context in which the language is used. A list of typical words and phrases, which is not intended to be all-inclusive but is illustrative of profanity, has been placed with the secretary. Any coach who has any concern or doubt about the words or phrases deemed to constitute profanity should contact the Secretary for clarification.

Assault - The actual physical contact of an official by a player or coach where such contact occurs with intent.

Unsportsmanlike Conduct - Any misconduct or unprofessional behavior generally deemed to violate accepted forms of sportsmanship for coaches or players, which would ordinarily justify ejection from a game or event and/or which in this instance, did result in such ejection.

Technical Offense - An incident, which might arguably be deemed unsportsmanlike, but which occurs as part of the normal flow of the game or contest (i.e.: illegal hold in wrestling, illegal tackle or block in football, running into a catcher), even though it may result in ejection, will not be deemed unsportsmanlike conduct unless it is flagrant and is deemed to have been committed with intent to injure.

Calendar Days - Calendar days, as used in this policy for the purpose of calculating certain notice periods, shall not include Saturdays, Sundays or state holidays.

Academically Ineligible: - Students may not participate in any after-school activities other than after-school Study Hall. This includes practices, games, dances, or any other extra-curricular activities.

Athletically Ineligible: - Students may continue to practice, but may not participate in athletic contests which may include scrimmages, games, matches, and/or meets.

PROCEDURES

A. Procedures to follow to discuss a concern with a coach

1. Student-athlete meets with the coach first to resolve the problem.
2. If resolution is not reached, the parent/guardian will contact the coach to set up a meeting with the coach, the student athlete and the parent.
3. If the coach cannot be reached, call the Athletic Office to assist in arranging a meeting.
4. **Do not attempt to meet with a coach before or after a contest or practice. These can be emotional times for both parent and the coach. Meeting of this nature do not promote resolution.**

B. Ejection from Contest Procedures

Any ejection occurring during the course of a game shall be presumed to be based upon misconduct or assault unless one or more of the officials involved in the game or both athletic directors certify to Section IV that the ejection was not based on such grounds.

Within two calendar days of the contest in question, it shall be the duty of the official and the athletic director for the school district in which the coach is employed or the player attends, to report said incident to the Executive Secretary of Section IV. Failure to report such incident by the official or athletic director shall not serve as a defense for the school, coach or player in question. Placing a report in the mail or faxing the same to the executive secretary within the two day period shall be timely.

Any other coach, athletic director, building principal or other appropriate school official may report such misconduct or assault of which they are aware, even if no ejection has occurred, and such reports shall be deemed to have the same force and effect as an ejection by an official.

Although only one signature is needed on the misconduct reporting form, any party submitting such form may, at his or her election, include the signature of other game officials or school representatives who can attest to the facts evidencing the misconduct.

Where a player or coach is ejected from a game, or he or she is reported to the Section as having been guilty of misconduct or assault by a school official, the Section shall forward to the coach or player notification that he or she has been reported as having been guilty of a particular offense. Such determination shall become final unless within two (2) calendar days of receipt of notification, the player or coach or the school with which they are affiliated forwards a request for review by certified mail (return receipt requested) to the executive secretary a request for review.

Every athletic director is charged with providing written notice to the Section of every offense of which he or she is apprised as soon as practicable. The same form utilized by officials for providing such notification to the Section should be employed by the athletic director. Failure to provide such notification, where it appears to be intentional or a matter of flagrant neglect, may result in separate sanctions against the non-reporting district.

Any school whose player or coach is charged with misconduct, assault, and/or the player or coach themselves, shall be entitled to review the charge by the executive secretary of the Section. The executive secretary will review any written materials submitted and shall determine whether the citation should be sustained or dismissed. Such determination shall become final unless within two calendar days of receipt of notification of a decision of the executive secretary, the player and/or coach, or the school with which they are affiliated, forwards a request for a hearing, by certified mail (return receipt

requested) to the executive secretary. Every request for a hearing must be accompanied by a check or money order in the sum of \$250 payable to Section IV, which deposit will be returned in the event the decision of the party requesting the hearing is upheld. The hearing shall be held by a three-member panel of the Ethics Committee, appointed by the executive secretary or the chairman of the committee, to hear and determine any relevant issue herein. The determination of a majority of such hearing panel shall be final and binding. Any claim of entitlement to further recourse shall rest with the courts.

Requests for review and/or hearings relating to an official's judgment of the facts will be permitted, but such determinations will only be reversed if the evidence of misjudgment on the part of the official is clear and convincing.

In appointing the members of any hearing panel, the chairman or executive secretary shall consider both the availability of committee members and any potential conflicts of interest which might exist relating to the issue, the teams and/or the personalities involved. Where a request for a hearing is made, the hearing panel shall meet within ten days of receipt of the request for such a hearing. They shall render a decision within one week of the closure of the record with respect to such hearing.

In the event that the hearing panel reaches a determination which is favorable to the school, coach and/or player, the matter shall be stricken from the record and shall not be treated as an offense.

If the hearing panel determines that the coach or player was guilty of misconduct or assault, then the offense shall remain a part of that persons' record and the penalties prescribed herein shall be imposed.

The decision of the hearing panel shall be forwarded in writing to the player or coach and his or her school district, and shall become effective upon receipt by the school district.

Unless otherwise requested by the player or coach, any penalties to which the player or coach might otherwise be subjected shall be stayed pending a determination by the executive secretary or the hearing panel.

In the event that the player or coach does not waive the automatic stay herein, the hearing panel shall determine whether or not the request for a hearing was frivolous or groundless. If the hearing panel determines that it was frivolous or groundless, then the school, player or coach may be subject to such other and additional penalties as the hearing panel deems appropriate including, but not limited to, the forfeiture of games previously played and/or extended bans on participation in games to be played in the future.

Any ejection of a player or coach occurring in a game or contest held outside of Section IV must be reported to the executive secretary of the Section by the athletic director of the school district of the coach or player ejected. Failure to file such report within two days after the team returns to the local area may subject the school to penalties.

Any school which is not a member of Section IV but which participates in a league sanctioned event in Section IV shall be subject to the same rules and procedures described herein for any offenses occurring in a contest within said league.

Any offenses by a player or coach of a school district outside of league competition shall be reported to an appropriate official of the Section wherein said school district is based for such action, as that Section deems appropriate.

Notwithstanding any provision set forth herein, the Ethics Committee of Section IV reserves the right to review, either on it's own initiative, or at the request of a parent, athlete, coach or school, the facts and circumstances involved in any incident and make such decision as the interests of fairness and justice require.

If any coach, athletic director or player needs clarification of any of the rules and policies set forth herein, the executive secretary of the Section will endeavor to respond to such inquiries. However, all inquiries must be set forth in writing.

PRACTICE SESSIONS

1. Players are to attend all organized practice sessions. On a school day, a player must attend a minimum of four classes to be able to participate in practice or an athletic contest. The athletic director and principal must approve any exceptions.
2. Transportation to off-site practices shall be conducted by school transportation. Exceptions must be approved by the Principal and Athletic Director.
3. **Any athlete planning to participate in a practice or contest must be in attendance at school on the day of the contest by 11:00 a.m. The athletic director and principal must approve any exceptions.**
4. **Remote students must “remotely” be in attendance by 11:00 AM to participate in practices and/or contests.**
5. Coaches will make allowances for absences from regular practice sessions. These legal excuses are the same as for regular school absence and include matters such as doctor and dentist appointments which are impossible to reschedule. Players should make their coaches aware of these appointments well in advance.
6. Athletes are not to leave school, the building or grounds during practice except with the permission of the coach.

ATHLETIC TRIPS

1. Athletes are to return home on the school bus except in the case of a coach wishing to honor a parental request. In this case, the coach is to obtain direct permission from the parent.
2. Only those persons connected with the team are to travel on the team buses. The coaches may make exceptions.
3. Players and spectator buses may stop for refreshments following an evening contest. This decision rests with the coaches and chaperones on the buses.
4. Students are expected to conduct themselves properly at all times on these away trips. Coaches and chaperones are expected to take appropriate action where necessary.
5. Team members will be expected to be in school the day following an evening contest if school is in session.
6. Any athlete who plans to participate in a contest must be in attendance by 11:00 a.m. to participate in the days contest.

OTHER ITEMS

1. Team members are responsible for leaving the locker rooms in a neat, orderly manner after contests, both home and away.
2. Any student who is injured during practice sessions or a game should report the injury to the coach immediately. This applies even though the injury appears slight and does not require medical attention.
3. Profanity and the use of foul language are not tolerated on the playing field or in the locker room. Coaches are expected to take appropriate steps to correct any problems.
4. Appropriate dress and grooming will be expected and must be appropriate for all home and away games.
5. In the event of a cancelled practice or game, athletes are to go home and not remain on the school premises unless requested to stay by a teacher, coach or principal.
6. The weight room facility may be used by senior high school athletes only with permission from the high school principal and if the athlete's parents have signed the waiver releasing Tioga Central School from liability. Waivers may be obtained in the high school office.
7. Any student suspended from school may not participate in any athletic practice or contest for the duration of the suspension.
8. Athletes are expected to display respect toward team members, coaches, officials, opponents and spectators.
9. All athletes are expected to adhere to any additional or supplementary standards that are put into effect by your individual coaches.
10. All athletes are expected to adhere to the disciplinary code as set forth in the Student Handbook.
11. There are circumstances in which there may be an exception to these rules and regulations. In the event that this rarity occurs, the problem will be handled and a decision made by the coach, athletic director, and principal.
12. Any junior varsity player who is moved to a varsity team beyond the halfway point of the season cannot be moved back to a junior varsity team to participate in more than the maximum number of contests allowed by the NYSPHSAA (total of junior varsity and varsity games combined.).
13. Your coach will explain the participation (playing time) policy for the sport you are playing on the first day of practice. Athletes should make their parents aware of this policy. If an athlete or their parents have questions regarding this policy, now is the time to discuss it with the coach.

STUDENT ELIGIBILITY SYSTEM

Academically Ineligible: - Students may not participate in any after-school activities other than after-school Study Hall. This includes practices, games, dances, or any other extra-curricular activities.

Athletically Ineligible: - Students may continue to practice, but may not participate in athletic contests which may include scrimmages, games, matches, and/or meets.

Purpose - The purpose of this program is to maintain academic standards in the school district. This system also provides the student with an added opportunity to get extra help or do the work needed in order to be successful academically.

Explanation of System - An "Eligibility Listing" is generated at the five-week period and report card period. If an athlete is on this list for failing two (or more) courses, he/she is considered "entered into the system" until the next mark reporting period. Parents will receive letters home indicating your athletes status in the system, if failing.

Once a student enters the system, he/she must meet with either the Guidance Counselor or the Athletic Director. The student is then encouraged to attend the after-school study hall to remain eligible to participate in athletics. The student may, however, choose not to attend the after-school study hall and become immediately Academically Ineligible until the next mark reporting period, and cannot participate in practices or contests.

If a student drops a course while failing it, it is still counted in the Eligibility System for ten school days.

If a student is on the Eligibility Listing with only one failing course, they are not considered "entered into the system." However, the course will remain on the list until the student notifies the Guidance Office of a passing grade in that course by means of a "pink slip" signed by the appropriate teacher.

Probationary Status

If the student chooses to attend the after-school study hall, he/she must attend every study hall for a five-week period. After school study hall will be held every Tuesday and Thursday from 2:50 to 5:10. Students MUST stay the entire time. However, students who have a scheduled extra-curricular activity or sport (game or practice) will be dismissed from the study hall at 3:50. After attending the study hall, the student may then participate in his/her extra-curricular activity or sport (game or practice). If the student has an away game, he/she must still attend the study hall depending on his/her bus departure time. If a student has a home game, he/she must attend the study hall BEFORE the game.

Athletes must show progress during the probationary period. Students must have the teachers of their failing classes complete a Progress Report after the first 2 weeks of Study Hall. If he/she does not show improvement and has attended study hall he/she will become Athletically Ineligible until the next grade report and/or Progress Report are released. At the end of the five-week probationary period the student will get his/her updated average for the courses he/she was failing from his/her report card or five-week report.

At this time, if the student is still failing any two courses he/she automatically becomes Academically Ineligible until the next grade reports are released. If the student has passing grades in all subjects and he/she did not receive additional failing progress reports, he/she is off probation. (Note: The student can have one failing grade and still get off probation. However, the probationary period may continue from one season and/or academic year to the next.)

Students are not allowed any absences from the after-school study hall. If a student who is on probation fails to report to study hall (unless absent from school), he/she automatically becomes Academically Ineligible for the remainder of their 25 school day period. Students who have legitimate excuses for not attending study hall must first meet with either the Guidance Counselor or Principal for permission. When students are made Academically Ineligible, parents are notified by mail of this change in their child's probationary status. The study hall monitor reports the attendance in the study hall to the Guidance Office daily.

Any student may attend the after-school study hall. It will be open to any student who voluntarily chooses to use the time and structure to work on their academics and/or receive extra help.

Rules for After-School Study Hall

1. The student must arrive by 2:50 pm
2. The student must bring work to do
3. There will be assigned seats
4. The student ***must*** have a pre-signed pass from a teacher in order to leave the study hall for the purpose of getting help from ***that*** teacher.
5. No talking or horseplay. iPods, cell phones and other electronic devices are not allowed.

A violation of any of these rules will result in a student being immediately asked to leave the study hall and the student will automatically become ineligible for the remainder of his/her 25 school day period.

Ineligibility - The ineligibility period runs until the student no longer is failing more than 1 subject. The student can have one failing grade and still get off probation. However, the probationary period may continue from one season and/or academic year to the next. Once a student becomes "Academically Ineligible" he/she is not permitted to participate in practice, games, clubs or contests and/or may not attend any athletic events or school dances, including the Prom.

HEALTH, SAFETY AND WELFARE OF ATHLETES

All athletes must complete and return the following forms before beginning practice in a sports activity:

- ✓ Sports Medical Consent Form
- ✓ Sports Permission Form
- ✓ Risk Awareness Form
- ✓ Emergency Medical Treatment Form

Any athlete that wants to use the weight room must first complete and return the weight room permission forms. These are available in the high school office.

INSURANCE

Insurance for Tioga Central athletes is with the New York State High School Athletic Protection Plan, Inc. The main provisions of this policy are as follows:

1. Pupil shall report any injury to the teacher/coach at the time injury is sustained. When the pupil receives medical treatment, the parent/guardian must notify the school at once. Report of injury shall be made within **20 DAYS** to be eligible for a claim.
2. This policy is **ONLY IN EXCESS** of those benefits payable under family and/or employer policy(s). The claim is to be first filed with other carrier(s). After final settlement, a completed claim, an Affidavit of Attending Physician Form and Parent Information Form shall be returned to the school. To insure PROMPT settlement, see that the claim form and all bills are submitted to the school at the earliest possible date.
3. The **FINAL DATE** for submission of claim to the **PLAN OFFICE** shall be **ONE YEAR** from date of **INJURY**.

To help ease rising insurance costs, duplicate coverage has been eliminated and this plan helps to cover costs if the parent/guardian's insurance is not sufficient or if there is none. **Kindly remember that the family plan and the schools district's plan have limited provisions and may not cover 100% of the medical costs. In this case, it is the parent/guardian's responsibility to complete the payments.** The school district's insurance DOES NOT cover post-season tournaments or chiropractic treatments.

SPORTS MEDIA COVERAGE AND INFORMATION

The following news media offer sports coverage for various Tioga Central athletic contests and information concerning the Tioga Central athletic programs:

<u>RADIO</u>	<u>NEWSPAPERS</u>	<u>TELEVISION</u>	<u>INTERNET</u>
WEBO (am)	Sayre Morning Times	WENY – TV	Valley Sports Report
WATS (am)	Ithaca Journal	WETM – TV	
	Binghamton Press and Sun	WBNG – TV	
	Towanda Daily Review		

ATTENDANCE POLICY

Classroom attendance is absolutely essential to academic performance and achievement. The educational process requires a continuity of instruction, active classroom participation and meaningful learning experiences, which supports the need for daily attendance and is the basis for the compulsory attendance regulation. Consequently, the following rules and regulations have been adopted in the interest of the educational welfare of our students in order that they may receive the maximum benefits of our educational program.

In order to obtain academic credit for a course, a student must be in attendance and have their attendance noted 85% of the time that the class is scheduled. Having been counseled at regular intervals according to the level of process, and not having been denied due process procedure, the student's credit will be denied after a final decision by the building principal.

All absences will be counted with the only exceptions being hospital confinement and district-approved home teaching by the Tioga Central School District. Absences from class is defined as failure to be present in the classroom or in a learning activity approved by the teacher for a minimum of 75% of the scheduled class period.

1. For purposes of minimum attendance requirements, a student shall not be counted as present for a class if the student misses more than 10 minutes of a class, whether through tardiness or early departure.
2. When a student has been marked as absent for 10 days in a single class, the district shall notify the student and his parent/guardian that the student is approaching the limit of absences for losing course credit for failure to attend class. The notice will include the school's attendance for credit policy, the actual number of classes the student may miss before forfeiting the right to earn credit, and the actual number of classes missed to date.

When a student reaches a 10% absentee rate, he/she will enter an at-risk pool. An attendance plan devised at the discretion of the Building Principal may be enacted to encourage better attendance before the student reaches the 15% absentee rate.

A teacher's classroom attendance record, in conjunction with the Attendance Officer's record, will be the official attendance record. At different intervals, the student and parent/guardian will be notified when absences from a course of study reach a critical number that might result in the student not receiving course credit. This process will include a conference with the classroom teacher, Guidance Counselor and the Building Principal to review the attendance of the student.

When a student fails to meet the minimum attendance requirements for a class and is determined no longer eligible for credit, the following procedure will be implemented:

- The student will remain a registered member of that class and will be encouraged to complete the course in order to be eligible to attend summer school and remain on grade level. A student who CHOOSES this option must maintain proper discipline and work habits in the class or the student will be dropped from the course. Students who do not complete course requirements will not be allowed to enroll in that course in summer school.

Students who fail to meet the minimum attendance requirement and become disruptive to the educational process in that class will be subject to the regular discipline procedures.

The student has the right to appeal to the Superintendent of Schools. The student must submit a student attendance appeal form at the time and be prepared to provide proof of absence for designated reasons of appeal.

SCHOOL CANCELLATION/EARLY DISMISSAL POLICY

In order to eliminate some of the confusion and misunderstanding regarding school cancellations or emergency dismissals, I have developed some guidelines that should help us manage the situation.

EARLY DISMISSALS:

1. If school is dismissed early or at 2:43 pm because of weather conditions, all practices and games will be cancelled. Athletes may not attend any athletic activities, this includes any weightlifting, open gyms, unorganized practices, or any activity sponsored or supervised by Tioga Central Schools or any employee of Tioga Central Schools including volunteer coaches. Athletes must go home.
2. If school is dismissed early for any other reason, decisions regarding athletics will be made at that time.

3. This will not apply to regularly scheduled dismissals. Every attempt will be made to not schedule Modified events on these days.

CANCELLATIONS:

1. All modified games and practices will be cancelled if school is closed for any reason.
2. Varsity/JV level games will not be automatically cancelled. If school is closed because of a facilities problem or other non-travel related condition, we may be able to have practices and/or games. Mr. Houseknecht will make this determination after discussions with the superintendent of schools and other relevant personnel. This decision will be made by noon. Away games should be able to be played without problems.
3. If school is cancelled because of hazardous weather conditions, we still may be able to play and/or practice. Road conditions can vary greatly between 6:00 am and 2:00 pm. This will be the procedure to determine our course of action.
 - A. Do not tell your athletes that their game is automatically cancelled.
 - B. Mr. Houseknecht will discuss road conditions with the superintendent of schools, the transportation director and other athletic directors.
 - C. The decision on whether or not to play or allow practice will be made by noon.
 - D. If the decision is made that you may practice (varsity teams only), the following conditions will apply.
 1. Notify your athletes that the practice is optional.
 2. Require them to get parental permission. If possible, speak to the parent yourself.
 3. Be ready to end your practice immediately if the weather conditions change.
 4. Notify Mr. Houseknecht of your plans.

Dear Parents/Guardians,

The Dominic Murray Sudden Cardiac Arrest Prevention Act is a new law as of July 1, 2022. This law requires schools, students, and parents/guardians have information on sudden cardiac arrest risks, signs, and symptoms. Please note that sudden cardiac arrest in children and youth is rare. The incidence of sudden cardiac death (SCD) on the playing field is 0.61 in 100,000.¹

Sudden Cardiac Arrest (SCA) is an emergency that happens when the heart suddenly stops working. SCA can cause death if not treated immediately, and even with treatment death may occur. Immediate treatment is cardiopulmonary resuscitation (CPR) and use of an automatic external defibrillator (AED). All public schools must have a staff member trained in the use of CPR and AED in school and at all school athletic events.

Preventing SCA before it happens is the best way to save a life¹. Both your family health history and your child's personal history must be told to healthcare providers to help them know if your child is at risk for sudden cardiac arrest. Ask your child if they are having any of the symptoms listed below and tell a healthcare provider. Know your family history and tell a healthcare provider of any risk factors listed below.

The signs or symptoms are:

- Fainting or seizure, especially during or right after exercise or with excitement or startled
- Racing heart, palpitations, or irregular heartbeat
- Dizziness, lightheadedness, or extreme fatigue with exercise
- Chest pain or discomfort with exercise
- Excessive shortness of breath during exercise
- Excessive, unexpected fatigue during or after exercise

Student's Personal Risk Factors are:

- Use of diet pills, performance-enhancing supplements, energy drinks, or drugs such as cocaine, inhalants, or "recreational" drugs.²
- Elevated blood pressure or cholesterol
- History of health care provider ordered test(s) for heart related issues

Student's Family History Risk Factors are:

- Family history of known heart abnormalities or sudden death before 50 years of age
- Family members with *unexplained* fainting, seizures, drowning, near drowning or car accidents before 50 years of age
- Structural heart abnormality, repaired or unrepaired
- Any relative diagnosed with the following conditions:
 - Enlarged Heart/ Hypertrophic Cardiomyopathy/Dilated Cardiomyopathy
 - Arrhythmogenic Right Ventricular Cardiomyopathy
 - Heart rhythm problems, long or short QT interval
 - Brugada Syndrome
 - Catecholaminergic Ventricular Tachycardia
 - Marfan Syndrome- aortic rupture
 - Heart attack at 50 years or younger
 - Pacemaker or implanted cardiac defibrillator (ICD)

¹ Maron BJ, Doerer JJ, Haas TS, et al. Sudden deaths in young competitive athletes: analysis of 1866 deaths in the United States, 1980-2006. *Circulation* 2009;119:1085-92. 10.1161/CIRCULATIONAHA.108.804617

² SCA Prevention Toolkit – Eric Paredes Save A Life Foundation (epsavealife.org)

SCA in students at risk can be triggered by athletic activities. To decrease any chance of SCA in a student, the Interval Health History for Athletics must be completed and signed by a parent/guardian before each sports season unless a physical examination has been conducted within 30 days before the start of the season. This form has questions to help identify changes since the last physical examination or health history was completed. School personnel may require a student with health or history changes to see a healthcare provider before participating in athletics.

Finally, the law requires any student who has signs and symptoms of pending SCA be removed from athletic activity until seen by a **physician**. The physician must provide written clearance to the school for the student to be able to return to athletics.

Please contact the State Education Department's Office of Student Support Services for questions at studentsupportservices@nysed.gov or 518-486-6090.

ADMINISTRATOR CONTACT INFORMATION

Joshua Roe, Superintendent - 687-8000

Jacob Roe, High School Principal - 687-8001

Willard Cook, Middle School Principal - 687-8004

Michelle Bombard, Tioga Elementary Principal - 687-8002

James Houseknecht, Athletic Director - 687-8001

STUDENT / PARENT SIGNATURE PAGES

Students and parent/guardians must sign where indicated on pages 15 and 16.
Remove this page from the booklet and return the signed pages to your coach immediately.

My signature indicates that I have reviewed the contents of this handbook with my student.

Parent/Guardian Printed Name _____

Parent/Guardian Signature _____

Student's Printed Name _____

Student Signature _____

Date _____

RISK OF INJURY STATEMENT

I am aware that competing or practicing in any athletic activity can be a dangerous activity involving risk of injury. I understand that the dangers and risks of competing and practicing in the activity include, but are not limited to, death, neck and spinal injury which may result in complete or partial paralysis, brain damage, injury to virtually all bones, joints, ligaments, muscles, tendons and other aspects of a muscular-skeletal system and injury or impairment of future abilities to earn a living, to engage in business, social and recreational activities and generally to enjoy life.

If I am a participant in baseball, hockey, softball, football, lacrosse, soccer, basketball or wrestling, I specifically acknowledge that it is a contact sport involving even greater risk of injury than other sports.

Because of the possible dangers of participating in the activities, I recognize the importance of following the coaches' instructions regarding playing techniques, training and other team rules and agree to obey such instructions.

In consideration of the school district's permitting me to try out for and to engage in all activities related to the team including, but not limited to, trying out, practicing or participating in that activity, I hereby assume all risks associated with participation.

Student Signature: _____

Date: _____

The undersigned, person in parental relationship of the individual who has signed the Risk of Injury Statement, hereby acknowledges receipt of the Risk of Injury Statement and acknowledges awareness of the various risks set forth in the statement and, considering such risk, gives permission for the student to participate in an extracurricular athletic activity. If I withdraw my permission, I understand that the withdrawal must be in writing and given to the principal as well as to the coach of the particular athletic activity.

Parent / Guardian Signature: _____

Date: _____

Parent/Guardian: please complete the following information. Parent signature is required on the medical portion.

EMERGENCY CONTACT INFORMATION:

Student: _____

Parent name: _____

Phone No.: _____

Other emergency contact name: _____

Phone No.: _____

CONSENT FOR MEDICAL TREATMENT:

I / we authorize (name of hospital) _____ to perform emergency medical and/or dental care for the above-named minor in our absence.

I / we give permission for the school nurse to release pertinent medical information to the appropriate school staff? YES NO

Authorizing Signatures (if applicable):

Mother's Signature/date: _____

Father's Signature/date: _____

Other Guardian (if applicable)/date: _____