



**High School
Athletics
Policy Handbook**

*Decatur
Public
Schools
Educating for Success*

**2019-2020
School Year**

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PHILOSOPHY OF THE DECATUR PUBLIC SCHOOLS ATHLETIC PROGRAM

The athletic program is an integral part of the education of all students who attend the Decatur Public Schools. Our goals and objectives are consistent with and comparable to those of the school district. All students have an equal opportunity to participate in athletic programs. No student shall be deprived of the right to participate because of lack of financial resources, nationality, race, color, religion, or sex, sexual orientation, disability, or marital status.

The athletic program will be broad based and as extensive as the facilities, staff, and finances can adequately support.

The leadership shall be of the highest quality so as to exemplify to the participants the desired type of individual to be developed from the athletic program.

The measurement of success of the leadership is not limited to won and lost records. It includes the success experienced in helping each participant develop his/her talents and desirable personal characteristics to their fullest.

The athletic program is a laboratory where students experience many of life's situations. Participation in this laboratory activity offers students the opportunity to improve character, dignity, self-worth, and concern for others. Students may learn to develop these human traits and grow as individuals to the extent of their capacity.

**STATEMENT OF PURPOSE FOR THE ATHLETIC PROGRAM OF
SCHOOL DISTRICT 61**

- A. Participation helps develop character, social competence, cooperation, and moral and ethical values that are an everyday part of our society.
- B. Participation develops a mutual respect for all who are involved in the competition: teammates, opponents, coaches, and officials.
- C. Participants must learn to abide by the rules, regulations, and decisions of officials, just as we all must abide by the laws that govern our society.
- D. Participation leads to a better understanding of our democratic ideals, social and economic well-being, and the spirit of fair play.
- E. Participation teaches a student that discipline and self-sacrifice are necessary ingredients of team work, if the end result is to be accomplished.
- F. Through participation, the individual will develop a healthy body, a sound mind, and a better understanding of individual differences.
- G. Participation provides valuable lessons which are learned in the course of competition; for example, winning, as well as losing, reflects team effort.
- H. Competition helps to develop the fundamental processes that lead to emotional maturity and self-control.
- I. Participation in the athletic program will cause participants and spectators to look forward to attending school, resulting in an improved student attitude toward school and school-related activities.
- J. Participation in athletic competition will give students an opportunity to achieve, not only for themselves, but for their team and school community and receive their just rewards in return.
- K. The individual school administration must provide adequate control and safety measures for the participants, officials, and spectators in order to insure the proper atmosphere for interscholastic events.
- L. Members of the athletic staff shall abide by the rules and regulations and officials' decisions which govern each sport, maintain the highest standard of ethics, recognize each participant as an individual, conduct themselves in a manner befitting their responsibilities, and develop the kind of rapport with the total school community that will improve the total educational program.

**ORGANIZATION AND ADMINISTRATION
THE ILLINOIS HIGH SCHOOL ASSOCIATION**

Dwight D. Eisenhower and Douglas MacArthur High Schools are members of the state association which determines the overall pattern for inter-school athletics in Illinois.

As stated in the constitution of the IHSA:

This Association shall be known as the Illinois High School Association (IHSA). It shall be the purpose of this Association to provide leadership for the development, supervision, and promotion of interscholastic competition and other activities in which its member schools engage. Participation in such interscholastic activities offers eligible students experiences in an educational setting which may provide enrichment to the educational experience.

This Association, through the employment of the instrumentalists, hereinafter shall:

1. supervise and regulate all of the interscholastic activities in which its member schools may engage; and
2. perform such other functions related to interscholastic activities as may from time to time be approved and adopted by the membership.

In the performance of these functions, the objectives of the Association shall be:

1. to stress the educational importance, the cultural values, the appreciations and skills involved in all interscholastic activities, and to promote cooperation and friendship;
2. to regulate interscholastic programs in both character and quantity according to the accepted objectives of secondary education so that interscholastics shall not unduly interfere with nor abridge the regular program of teachers and students in the performances of their regular day to day school duties;
3. to encourage economy in the time of the student and teacher personnel devoted to interscholastic activities;
4. to encourage economy in expenses of interscholastic activities; and
5. to promote only those activities which enhance the school's desired educational goals.

CONFERENCE AFFILIATION

The two Decatur public high schools (Dwight D. Eisenhower and Douglas MacArthur) are members of the Central State 8 Conference.

No conference commitments shall be made which would be inconsistent with the athletic policies of the Decatur high schools.

THE DECATUR SCHOOL BOARD

The Board of Education, responsible directly to the people, is the supreme educational agency for the public schools.

The duties of the Board of Education in athletic matters may be considered to be the same as for education generally. They are as follows:

1. interpreting the needs of the community and requirements of the professional organization;
2. developing policies in accordance with the law and in accordance with the educational needs and wishes of the people;
3. approving means by which professional agents and agencies may make these policies effective;
4. furnishing financial means which provide physical and educational conditions by which organized activity may be carried on;
5. appraising the efficiency of the agents and of the service rendered in terms of their value to the community;
6. keeping the people intelligently informed of the purpose, value, conditions, and needs of the public education within the community.

THE SUPERINTENDENT OF SCHOOLS

The executive function is delegated to the Superintendent of Schools who is charged with the responsibility for devising means and ways of executing efficiently the policies adopted by the Board of Education.

The Superintendent of Schools recommends to the Board of Education the appointment of principals, coaches, assistant coaches, supervisors, and others who are given any responsibility for the handling of inter-school athletics.

He or she approves all policies and procedures recommended by his/her staff and is, in fact, directly responsible to the school board for the successful performance of the organization.

THE HIGH SCHOOL PRINCIPALS

The high school principal is the administrative head of the inter-scholastic athletic activities just as he/she is of all other activities at the school.

As members of Administrative Cabinet, the high school principals help formulate policies. As administrative heads of the schools, they are directly responsible to the state athletic association and the Deputy Superintendent of Schools for the conduct of the schools' athletic activities.

Some specific duties of the Administrative Team and/or Athletic Director are:

1. certifying the eligibility of all players,
2. signing contracts for games,
3. signing contracts for officials,
4. representing the school's position concerning issues which are presented by the IHSA and the Athletic Conference.

PROCEDURE FOR ESTABLISHING ATHLETIC POLICY GUIDE

The athletic directors receive input from the coaching staff in their buildings. The athletic directors then meet to make recommendations for additions, revisions, or deletions to the present policy.

Recommendations are then taken to the Assistant Superintendent. Items recommended by the athletic directors and approved by the Assistant Superintendent become included in the athletic policy guide. Changes to the policy guide must be approved by the Board of Education.

THE COACHES CODE OF ETHICS

(National Federation Interscholastic Coaches Association)

The function of a coach is to educate students through participation in interscholastic competition. The activity shall be designed to enhance academic achievement and never interfere with opportunities for academic success. Each student shall be treated with the upmost respect, and his or her as welfare must be considered in decisions by the coach at all times. Accordingly, the following guidelines for coaches have been adopted by the NFHS Board of Directors.

The coach must be aware that he or she has a tremendous influence, either good or ill, in the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.

The coach shall uphold the honor and dignity of the profession. In all personal contact with the students, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall take an active role in the prevention of drug, alcohol, and tobacco abuse.

The coach shall avoid the use of alcohol and tobacco products when in contact with players.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.

The coach shall exert his or her influence to enhance sportsmanship by spectators, and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

The coach shall respect and support contest officials. The coach shall not indulge in conduct which will incite players or spectators against the officials. Public criticism of officials or players is unethical.

The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.

The coach shall not exert pressure on faculty members to give student special consideration.

The coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.

ATHLETIC PROGRAM INTERSCHOLASTIC PROGRAM

Each of the high schools will offer a program for boys which consists of football, basketball, baseball, cross country, track and field, tennis, golf, soccer, and wrestling. The girl's program will include cross country, soccer, volleyball, tennis, golf, basketball, bowling, track and field, and softball. Cheerleading and E-Sports are co-educational programs offered at both high schools. DPS also offers swimming as individual entries for the IHSA series.

Our district also sponsors representatives to state meets for sports in which we do not have teams. Please see the section entitled "Special Entry Program" for guidelines.

The following chart includes the sports and number of contests permitted in each sport including all tournaments except the IHSA series.

	Varsity	Junior	JV/Sophomore	Freshman- Freshman	Freshman
Football	9 games		9	9	
Basketball	31 games				
Baseball	35 games		35 games		
Bowling	20 dates				
Cross Country	I = 18 dates T = 15 dates				
Golf	18 dates				
Soccer	25 games				
Softball	35 games		35 games		
Tennis	I = 20 dates				
Track & Field	I = 21 dates T = 18 dates		8 outdoor		
Volleyball	31 games				
Wrestling	T=18+0 Trn T=17+1 Trn T=16+2 Trn T=15+3 Trn T=14+4 Trn		12		

* The number of contests permitted is restricted to the number listed for the two squads. The IHSA sponsored tournaments are permitted in addition to the number of contests listed.

Additional Program Guidelines:

If, because of the shortage of coaches, a coach cannot be hired to coach a team, the team may not be formed.

GUIDELINES FOR CUTTING

Each participant shall be assured a minimum of three practices before he/she is cut. The number three is used for sports where a large number of candidates try out and there is a limited amount of practice time before the first scheduled contest. Where a fewer number try out, the coach may want to permit more practices before making his first cut. Students, who report late due to participation in other approved school district sports or activities, will have the opportunity to participate in a least three practices before they are cut.

Every effort shall be made by the coach to provide each candidate with an opportunity to demonstrate his/her skill in as many areas as feasible which relate to that particular sport and with the proper equipment to demonstrate this skill.

In all of his contact with the players, the coach must make every effort to treat all candidates fairly and as impartially as possible, recognizing that he may know some candidates from previous associations.

It shall also be the responsibility of the coach, when asked, to encourage, advise, and counsel those athletes cut from the squad to help them prepare for the following year and better understand the reasons for being cut.

DISCIPLINARY ACTION

Participation in athletics is a privilege.

When a student is dropped from his/her team for disciplinary reasons, it is important that he/she receive a fair notice and that he/she be given a hearing.

All coaches are responsible for reviewing the athletic code, individual school rules, and rules for their respective sport during the first week of practice with the Athletic Director, assistant coaches, students, and parents.

ATHLETIC DIRECTOR AND ATHLETIC OFFICIALS

Hiring of Officials

The hiring of officials shall be mutually satisfactory to the schools involved in the contest concerned. Decatur Public Schools also will conform with conference rules pertaining to the selection of officials. For varsity basketball contests involving intra-city teams, three officials will be hired.

Number of Officials (Boys Contests)

Sport	Varsity	Jr. Varsity	Sophomore	Fr-Soph	Freshman
Baseball	2			2	
Basketball	3		3		2
Football	5		4		4
Soccer	3				
Track	2				
Wrestling	2				

Number of Officials (Girls Contests)

Sport	Varsity	Jr. Varsity	Sophomore	Fr-Soph	Freshman
Basketball	3		3		
Softball	2			2	

Track	2				
Volleyball	2		2		2
Lines Judges=2					
Soccer	3				

Please refer to the "Finger Tip Facts and Figures" to determine the pay rate.

TRANSPORTATION POLICY

The guidelines for using school district transportation are:

- A. A yellow school bus shall be used whenever possible. This is the safest means of transportation for our athletes.
- B. A school district van shall be used when there are eight or fewer people making the trip (eight passenger vans includes the driver). Consideration may also be given to using the vans when they are not being used for other school district business and it is more economical to take vans than a bus. For example, vans may be used to transport basketball or wrestling teams to holiday tournaments.

Only school district employees with a valid driver's license shall be permitted to drive a school van. No school employee may transport students in school or private vehicles unless authorized by the administration.

- C. The district prefers that a coach not use his/her personal vehicle to transport players to an athletic contest. If a coach receives permission to transport in his/her vehicle he/she must show adequate insurance coverage, each student must sign a permission form, and the coach will be reimbursed the current school district's rate for mileage when using a personal vehicle for this purpose.
- D. Students are expected to arrive and return from athletic events with their team and coach in the district provided transportation. In the rare event that a student must leave the activity due to an unusual event, the student's parent/legal guardian must present to the student's coach a note signed by them indicating they are taking the student with them and relieving the school of their responsibility of transporting the student back to the school building. A student may only leave with their parent/legal guardian. The District reserves the right to require court documentation of parental / guardian status when releasing a student to a parent/legal guardian.
- E. Every effort will be made to minimize transportation needs through the scheduling of activities.

When ordering a bus or van, a bus request shall be completed electronically. The bus request forms for fall and winter sports shall be submitted prior July 1st. Bus requests for spring sports shall be submitted by February 1st.

TRANSPORTATION PROCEDURES

The Decatur Public School District provides transportation for IHSA sanctioned contests using the following as guidelines. All arrangements for the transportation of students is to be arranged by the district's transportation department, phone 362-3026.

High School: Transportation is restricted to active participants. Active participants include students expected to be in uniform, student manager(s), school district paid coaches, approved volunteer coaches, trainer, adults paid to act as scorekeepers or minor officials, athletic directors, and school/district administrators. Persons not eligible to ride include parents, student spectators, pom pon squads, spouses/children.

Cheerleaders: The district-paid cheerleading advisor must accompany the cheerleaders on the bus.

Bus Information: All buses must be requested through the normal district procedure. Athletics have a priority over other types of events only if ordered in advance and in this manner. Buses utilized for athletic transportation have a capacity of 62 if seated 3 to a seat. If seated 2 to a seat, the capacity is 44.

Vans: District 61 has a fleet of 5 student vans. Seating capacity is 8 persons including the driver. The transportation department may rent cars or vans which meet state requirements when necessary. Students are never allowed to drive district-owned or rented vehicles and are never given mileage reimbursement. Drivers must be district-approved persons. The vans are to be picked up the day of use and returned immediately after use.

Personal Cars: District 61 prefers that personal vehicles are not used. In limited circumstances, the district will pay a coach mileage in lieu of using a district van. A coach should never be required to drive his/her own vehicle when transporting student athletes to compete in out-of-town IHSA events. A coach is required to have administrative permission to use his/her personal vehicle prior to the event, shall submit proof of insurance, and student athletes shall be required to submit a permission form if riding in a coach's personal vehicle. Student athletes shall never be permitted to use private vehicles as transportation to compete in an out-of-town event. Students will not be reimbursed for mileage.

Vans and buses may be used for reward purposes, such as team trips to University of Illinois games. Trips to theme parks cannot be charged to the transportation or education fund. School buses and vans may be used, if available, but must be paid for from building and/or activity funds.

TRANSPORTATION POLICY FOR INTRA-CITY GAMES

Sport	Transportation – Furnished	Transportation – Not Furnished
Varsity Football	X	
JV Football	X	
Sophomore Football	X	
Freshman Football	X	
Varsity Basketball (Boys and Girls)		X
JV Basketball		X
Sophomore Basketball*		X
Freshman Basketball*		X
Varsity Wrestling		X
Fr-Soph Wrestling*		X
Varsity Baseball		X
Fr-Soph Baseball*	X	X
Varsity Soccer (Boys and Girls)*		X
Varsity Softball		X
Fr-Soph Softball*	X	X
Varsity Track*		X
Fr-Soph Track*	X	X
Varsity Volleyball*		
Fr-Soph Volleyball*	X	

*Bus may be used if the game is scheduled on a school day, at a time when a school bus is available. If a bus is used, coaches will not be paid mileage.

STUDENT CODE OF ETHICS

Decatur Public Schools 61 considers the welfare of the student our priority consideration.

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the athletic department. Decatur Public Schools Administration and the coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. All athletes shall abide by a code of ethics which will earn them the honor and respect that participation and competition in the interscholastic program affords.

Any conduct that results in dishonor to the athlete, the team, the school, or Decatur Public Schools will not be tolerated. Acts of unacceptable conduct, such as, but not limited to theft, vandalism, disrespect, immorality or violations of law, tarnish the reputation of everyone associated with the athletic programs and will not be tolerated.

Policy Regarding Parental Concerns

A copy of the team rules, seasonal activity participation, and the Athletic Code will be distributed to parents and attached to the permission form. Coaches shall have mandatory parent meetings

before the start of the sport season and review their rules and schedules. Parents are expected to be role models of good sportsmanship and support for the sport that their student participates.

In the event that a parent has a concern involving a coach or sport program that their student participates, the following guidelines shall be followed:

1. Concerns such as playing time, player positions, coaching philosophy or game strategy are NOT items warranting individual coach/parent discussion.
2. Other parent concerns shall be addressed by the parent making an appointment with the coach for a private parent/coach conversation to discuss the concern and reach a resolution.
3. If the meeting between the parent and coach does not resolve the concern, the parent may request a meeting with the Athletic Director and the coach to further discuss the concern and reach a resolution.
4. If this meeting does not resolve the concern, a final meeting between the Principal, the Athletic Director, the coach and the parent will be scheduled to discuss the concern.
5. The Principal is the administrative head of all inter-scholastic activities in the school and is the IHSA or IESA District Representative for the District. The final decision and appeal for a resolution of the concern will be made by the Principal after the final meeting.

DECATUR PUBLIC SCHOOLS ATHLETIC CODE

PROCEDURES

1. Coaches' rules shall be written and distributed so all participants and parents may read and review them. Rules will be shared through mandatory parent meetings.
2. Each coach will hold a team meeting to review team rules with the participants at the beginning of the sport season to make sure the participants are aware of them. A copy of the team rules, seasonal activity participation, and the Athletic Code will be distributed to the parents, or available online, attached to a participation permission form.
3. Coaches' rules must also include consequences for students who violate the rules.
4. Any student accused of violating a rule and subject to a consequence of a suspension of greater than three (3) games shall be informed of the nature of the offense and may request a hearing before the Principal and Athletic Director.

OFFENSES IN VIOLATION OF THE HIGH SCHOOL ATHLETIC CODE

A student found in violation of the Athletic Code may receive consequences up to and including dismissal from the team/activity for the remainder of the season or school year. Such violations include, but are not limited to:

- **Use, possession, transfer, attempted transfer, sale or attempted sale of alcohol, tobacco products, e-cigarettes and/or any controlled/illegal substances or any lookalike, including any substance held out to be a drug, alcohol or tobacco product.**
- **Violations of individual coaches' rules, insubordination, poor sportsmanship, conduct detrimental to the team and to school spirit.**

- **Violations of academic integrity and ethics.**
- **Violations of the DPS 61 Student Code of Conduct.**

ENFORCEMENT

A student who violates the Athletic Code and who has been provided a hearing and assessed a consequence cannot avoid the consequence by transferring to another Decatur Public High School. The penalty will be enforced at the student's new school before the student can become eligible for participation.

SEASONAL ACTIVITY PARTICIPATION

Limited dual participation in activities is permissible. The philosophy of our district is to permit a student with a special talent to contribute to the success of an activity in an additional program. The student must designate one activity as his/her primary activity. His/her first commitment is to the activity that he/she is considered to have designated as his/her primary activity.

To apply this guideline to a situation where a student has a conflict between school activities, the following procedure will be followed to resolve the situation:

- Step 1** The student shall inform teachers, coaches, etc. of the conflict and attempt to resolve the situation on his/her own.
- Step 2** Unresolved conflicts will be jointly discussed by both instructors in an attempt to reach resolution. Where possible, teachers/coaches will work to share the student fairly between conflicting activities. Consideration will be given to the nature and importance of the opposing activities. For example, games/matches, competitions, and performances take precedence over practices.
- Step 3** If the conflict cannot be resolved in the preceding steps, the matter shall be appealed to the building level administration for resolution. Resolution will then involve consideration of the designated primary activity and the nature and importance of the conflicting activity. Care will be taken to resolve the conflict in the best interest of the student and the school.

No penalty shall be assessed to the student if the resolution procedure results in a missed practice, performance, competition, etc.

Examples of dual participation in two athletic teams are:

1. A soccer player who wishes to punt, kick field goals, and/or kick off for football.
Special note - players who cross over from soccer to football need to be physically conditioned to football situations.
2. A volleyball player who wishes to participate in girls IHSA golf tournament.
3. A baseball or softball player who can fill in on the relay team for track.
4. A cheerleader must be permitted to participate in spring sports.

An upper classman who quits a fall sport may not go out for a winter sport until the fall sports season is over. Special circumstances will be considered in an appeal.

An upper classman who quits a winter sport may not go out for a spring sport until the winter sports season is over. Special circumstances will be considered in an appeal.

A freshman shall be allowed to quit on or before the first day of school for a fall sport and on or before December 1 for a winter sport without being penalized.

STUDENT ASSIGNMENTS, RESIDENCY, AND TRANSFERS

Student enrollment and attendance center assignments shall be governed by the Decatur School District No. 61 policies and the Illinois school residency laws found in the *Illinois School Code*.

- A. If the parent(s) of a middle/high school student move(s) after the start of the school year, the *Illinois School Code* allows that student to complete the current school year only at the same school. IHSA Athletic Eligibility By-Laws require a ruling on IHSA eligibility by the Executive Director in the event of such circumstances.

- B. Students who have attended one school while enrolled in Decatur Public Schools for their entire high school career and whose parents, custodial parent, or court appointed guardian move from the attendance area traditionally served by that school following the student's completion of the eleventh (11th) grade, may remain in that school and retain eligibility if the student has attained senior classification by the beginning of the new academic year and with the appropriate amount of credits subject to IHSA eligibility restrictions and the DPS 61 criteria below:
 - a. Parent(s) provide transportation.
 - b. Absenteeism and tardiness shall not increase beyond the student's previous record.
 - c. The student shall be picked up promptly after school or practice.

- C. Transfer Rules for Athletics
 - 1. If a student's attendance center is determined by an IEP Team, the student shall be eligible at either their home high school or eligible at both their home high school or at the school housing the special education setting as governed by IHSA by-laws.

 - 2. If a student transfers from one attendance center to another attendance center in the Decatur School District, IHSA rules will apply in all cases.

Also, the Decatur Public Schools shall abide by the IHSA Athletic Eligibility By-Laws for all provisions including Attendance (3.010), Residence (3.030), Transfer (3.040), and Scholastic Standing (3.020).

SCHOLASTIC STANDING

The Board of Education Policy states:

Students in grades 9-12 must satisfy the Illinois High School Association's scholastic standing requirements (in District 61 the requirement of passing at least 25 credit hours of high school work per week). Any student participant failing to meet these academic criteria shall be suspended from the activity until the specified academic criteria are met.

Each team coach will provide the athletic director a list of participants that will be used to generate the official eligibility list. The athletic director will then provide the official participant list to the eligibility secretary who will in turn generate a master eligibility list. The secretary will then provide this official list to each teacher for the eligibility grade checks. Each week the eligibility secretary will provide to the athletic director, appropriate coach, and the building principal a list of any student athlete who is failing and/or is ineligible for athletic participation the next week. It is imperative that all teachers enter grades into TAC the grading system by Thursday midnight. The period of ineligibility shall run from Monday morning through Sunday evening following the grade check announcement on Friday. A student shall be declared academically ineligible if he/she is not passing twenty-five credit hours of course work for the preceding week of the scheduled contests.

MAKING THE WEEKLY ELIGIBILITY CHECK

The following procedure shall be followed in making the weekly eligibility check. "Twenty-five (25) credit hours of high school work" is defined as any combination of subjects, accepted by local high school authorities in determining the requirements for graduation and which accumulates at least two (2) credits or its equivalent per semester. Since the rules require that a student must be passing in twenty-five (25) credit hours per week, a weekly check of each student athlete's scholastic eligibility is necessary.

Most important to note is that "a student must satisfy all academic standards (i.e., pass five classes with a grade of D or above)" is determined to measure a student's performance on a cumulative basis from the beginning of a semester through the date on which the check is made.

Schools shall conduct this weekly check in a consistent manner convenient to its individual operations. Student eligibility or ineligibility is then enforced on the Monday following the date of the check. For example, consider a school which checks eligibility every Wednesday. Records are processed through the computer and a printout of all athletes' standings is given to the athletic director on Friday. His office reviews the list and reports Thursday afternoon to the principal that a student is not passing twenty-five (25) hours as of this check. The principal informs the student and coaches on Friday morning that the student is not passing the required work and is, thus, ineligible for one week, beginning the following Monday morning. The student may play in contests held that evening or on Saturday, the next day; however, the entire next week, the student is ineligible.

AGE

IHSA By-Law

4.061: "A student shall be eligible through age nineteen (19) unless the student shall become twenty (20) during a sport season, in which event eligibility shall terminate on the first day of such season (as the season is defined in Section 5.000 of these By-laws).

ATHLETIC INJURIES

The procedure for reporting accidents in the interscholastic program shall be as follows:

Accidents that occur in the interscholastic program shall be reported on the Decatur Public Schools Student Accident Report form using the same criteria for reporting as in any other reportable accident. The accident form shall be completed and provided to the school office.

School District 61 employs Decatur Memorial Hospital Sports Medicine and Physical Therapy to provide athletic training services. There is no charge to the student for services. Athletic directors shall notify Sports Medicine and Physical Therapy at 876-2690 of services required. The athletic directors will provide Sports Medicine and Physical Therapy a complete schedule of events which designate times, dates, and locations of events. Revisions to schedules shall be promptly faxed to 876-6825.

District 61 will not assume any financial obligations for rehabilitation treatment provided by Decatur Memorial Hospital.

INSURANCE

The District has an accident insurance policy in place that covers all student athletes. Requirement for student proof of insurance is no longer necessary.

PHYSICAL EXAMINATION

Students in their first seven (7) semesters of attendance shall have filed with their high school principal a certificate of physical fitness issued by a licensed physician not more than one year preceding practice or participation in any interscholastic athletic contest or activity. Students in their eighth (8th) semester of attendance shall have filed with their high school principal a certificate of physical fitness issued by a licensed physician not more than thirteen (13) months preceding practice or participation in any interscholastic athletic contest or activity.

PARENT PERMITS

Parent permit forms will be provided by the district. Each participant shall be required to have a signed form on file in the athletic director's office before the student may participate in any sport. A sample of a parent permit may be found on page 26.

PARTICIPATION FEE

All students who participate in the athletic program will be assessed a participation fee. The participation fee is \$20 per sport or a total cap of \$100 per family, (please refer to the Finger Tips Facts and Figures on page 33). The fee will be used to offset the cost of supplies and other program expenses. The procedure for collecting the money is:

- A. Participant should pay the fee before he/she is permitted to compete unless he/she has successfully completed a DPS 61 fee waiver.
- B. In those sports where it is necessary to cut, only those students who make the squad will be expected to pay.

POLICY FOR STUDENTS ATTENDING STATE TOURNAMENTS

ATTENDANCE

Athletes must be in attendance at least one-half day on the day of an activity to be eligible to participate that day. The principal will make all eligibility decisions concerning any unusual circumstances.

STANDARDS AND AWARDS FOR INTERSCHOLASTIC SPORTS

In addition to meeting the minimum standards for earning awards as outlined below, a participant must complete the season in good standing as determined by the athletic director and the coach of that particular sport. In case of injury, the participant's record shall count only for those games in which he/she was physically able to participate.

The criteria for earning awards in the various sports are:

Football

A player must participate in one-third or more of the total number of quarters.

Basketball

A player must participate in one-third or more of the total number of quarters.

Baseball and Softball

A player shall participate in at least one-half of the games; a pitcher in one-third of the games.

Bowling

A player must bowl in one-third of the games bowled by the team.

Soccer

A participant must play in at least one-third of the quarters which the team plays.

Volleyball

A varsity player must participate in one-third of all games played; a junior varsity player in one-third of all games that are played.

Cross Country, Golf, Tennis, Track, Wrestling

A player shall receive one point for participation in a meet or match or two points if the player wins his match, but not on a forfeit, or if he scores points in a track meet.

Freshman and sophomore awards in all sports shall be determined in the same way as varsity awards. Participants who have finished the season in good standing and do not qualify for a plaque or certificate medallion shall be given a certificate of appreciation.

Standards for Cheerleaders

Awards shall be governed by the Cheerleader's Constitution.

Special Awards

Patches (4 inches) may be purchased for state championship team members or for individuals who win a state championship.

A senior who has participated three full seasons in any given sport shall be awarded a plaque at the completion of his senior year of competition in that sport.

DECATUR PUBLIC SCHOOLS
-District Forms-

DECATUR PUBLIC SCHOOLS
Agreement to Participate

Each student and his or her parent/guardian must read and sign this *Agreement to Participate* each year before being allowed to participate in interscholastic sport(s) or intramural athletics. The completed *Agreement* shall be returned to the Coach.

Student name (printed)

1. I wish to participate in the following interscholastic sport(s): _____ (fill in blank)

2. Before I will be allowed to participate, I must provide the School District with a certificate of physical fitness (if participating in interscholastic sport(s), the Pre-Participation Physical Examination Form serves this purpose), and complete any forms required by the Illinois High School Association (IHSA).

3. I agree to abide by all conduct rules and will behave in a sportsmanlike manner. I agree to follow the coaches' instructions, playing techniques, and training schedule as well as all safety rules.

4. I understand that Board policy 7:305, *Student Athlete Concussions and Head Injuries*, requires, among other things, that a student athlete who exhibits signs and symptoms, or behaviors consistent with a concussion or head injury must be removed from participation or competition at that time and that such student will not be allowed to return to play unless cleared to do so by a physician licensed to practice medicine in all its branches or a certified athletic trainer and subject to all District return-to-play and return-to-learn protocols.

5. I am aware that with participation in sports comes the risk of injury, and I understand that the degree of danger and seriousness of risk vary significantly from one sport to another with contact sports carrying the highest risk. I am aware that participating in sports involves travel with the team. I acknowledge and accept the risks inherent in the sport(s) or athletics in which I will be participating and in all travel involved. I agree to hold the District, its employees, agents, coaches, school board members, and volunteers harmless from any and all liability, actions, claims, or demands of any kind and nature whatsoever that may arise by or in connection with my participating in the school-sponsored interscholastic sport(s) or intramural athletics. The terms hereof shall serve as a release and assumption of risk for my heirs, estate, executor, administrator, assignees, and for all members of my family.

Student signature: _____

Date: _____

Parent Permit

To be read and signed by the parent/guardian of the student:

1. I am the parent/guardian of the above named student and give my permission for my child or ward to participate in the interscholastic sport(s) or intramural athletics indicated. I have read the above *Agreement to Participate* and understand its terms.

2. I acknowledge having received the attached *Concussion Information Sheet*.

3. I understand that all sports can involve many **risks of injury**, and I understand that the degree of danger and seriousness of risk vary significantly from one sport to another with contact sports carrying the higher risk. I am aware that participating in sports involves travel with the team. In consideration of the School District permitting my child to participate, I agree to hold the District, its employees, agents, coaches, board members and volunteers harmless from any and all liability, actions, claims or demands of any kind and nature whatsoever that may arise by or in connection with the participation of my child in the sport(s) or athletics. I assume all responsibility and certify that my child is in good physical health and is capable of participation in the above indicated sport or athletics.

Parent/Guardian signature: _____ **Date:** _____

Emergency Contact Information

Name: _____ **Relationship to student:** _____

Day phone number: _____ **Evening phone number:** _____

Cell phone number: _____ **Other:** _____

Name: _____ **Relationship to student:** _____

Day phone number: _____ **Evening phone number:** _____

Cell phone number: _____ **Other:** _____

Name: _____ **Relationship to student:** _____

Day phone number: _____ **Evening phone number:** _____

Cell phone number: _____ **Other:** _____

Name: _____ **Relationship to student:** _____

Day phone number: _____ **Evening phone number:** _____

Cell phone number: _____ **Other:** _____

Certificate of Physical Fitness for Participation in Athletics

Student: _____

Sport or Activity: _____

I am the parent(s)/guardian(s) of the above student. I certify that my child/ward is in good physical health and is capable of participation in the above mentioned sport or activity. No need exists to limit his/her participation. I assume full responsibility for his/her physical condition and participation. I will notify you of any changes in his/her physical condition.

Parent(s)/Guardian(s) Name: _____

Home Address: _____

Telephone Number: _____ Work Number: _____

Child/Ward's Date of Birth: _____

Physician's Name: _____ Phone Number: _____

Medical History:

	Yes	No		Yes	No
Heart Condition	<input type="checkbox"/>	<input type="checkbox"/>	Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>
Allergies	<input type="checkbox"/>	<input type="checkbox"/>	Asthma	<input type="checkbox"/>	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	Other		

1. Injuries and/or operations during the past year? (include dates) _____

2. Has your child/ward's physical activity been restricted during the past year? (Reason and Duration) _____

3. Is your child/ward taking any medication? Yes No
 If yes, why? _____ Name of medication: _____

Signature of Parent(s)/Guardians(s): _____

Date: _____

Concussion Information Sheet

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 • 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

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

Athletes with the signs and symptoms of concussion shall 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. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key to student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion shall be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance and adherence to the School District's return-to-play and return-to-learn protocols. Close observation of the athlete shall continue for several hours. IHSA Policy requires athletes to provide their school with written clearance from either a physician licensed to practice medicine in all its branches or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches prior to returning to play or practice following a concussion or after being removed from an interscholastic contest due to a possible head injury or concussion and not cleared to return to that same contest. In accordance with state law, all IHSA member schools are required to follow this policy.

You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

**For current and up-to-date information on concussions you can go to:
<http://www.cdc.gov/ConcussionInYouthSports/>**

Adapted by the Illinois High School Association from the CDC and the 3rd International Conference on Concussion in Sport, Document created 7/1/2011. Reviewed 4/24/2013.



IHSA Sports Medicine Acknowledgement & Consent Form

IHSA PERFORMANCE-ENHANCING SUBSTANCE TESTING POLICY

In 2008, the IHSA Board of Directors established the association's Performance-Enhancing Substance (PES) Testing Program. Any student who participates in an IHSA-approved or sanctioned athletic event is subject to PES testing. A full copy of the testing program and other related resources can be accessed on the IHSA Sports Medicine website. Additionally, links to the PES Policy and the association's Banned Drug classes are listed below. School administrators are able to access the necessary resources used for program implementation in the IHSA Schools Center.

IHSA PES Testing Program

<http://www.ihsa.org/documents/sportsMedicine/2014-15/2014-15%20PES%20policy%20final.pdf>

IHSA Banned Drug Classes

<http://www.ihsa.org/documents/sportsMedicine/2014-15/2014-15%20IHSA%20Banned%20Drugs.pdf>

IHSA STEROID TESTING POLICY CONSENT TO RANDOM TESTING

As a prerequisite to participation in IHSA athletic activities, we agree that I/our student will not use performance-enhancing substances as defined in the IHSA Performance-Enhancing Substance Testing Program Protocol. We have reviewed the policy and understand that I/our student may be asked to submit to testing for the presence of performance-enhancing substances in my/our student's body either during IHSA state series events or during the school day, and I/our student do/does hereby agree to submit to such testing and analysis by a certified laboratory. We further understand and agree that the results of the performance-enhancing substance testing may be provided to certain individuals in my/our student's high school as specified in the IHSA Performance-Enhancing Substance Testing Program Protocol which is available on the IHSA website at www.IHSA.org. We understand and agree that the results of the performance-enhancing substance testing will be held confidential to the extent required by law. We understand that failure to provide accurate and truthful information could subject me/our student to penalties as determined by IHSA.

A complete list of the current IHSA Banned Substance Classes can be accessed at

<http://www.ihsa.org/documents/sportsMedicine/2014-15/2014-15%20IHSA%20Banned%20Drugs.pdf>

ACKNOWLEDGEMENT AND CONSENT

Student/Parent Consent and Acknowledgements

By signing this form, we acknowledge we have been provided information regarding concussions and the IHSA Performance-Enhancing Testing Policy. We also acknowledge that we are providing consent to be tested in accordance with the procedures outlined in the IHSA Performance-Enhancing Testing Policy.

Student

Student Name (Print): _____ Grade (9-12): _____

Student Signature: _____ Date: _____

Parent or Legal Guardian

Name (Print): _____

Signature: _____ Date: _____

Relationship to student: _____

Consent to Self Administer Asthma Medication

As a patient under my care, _____, is prescribed to self-administer the following asthma medication.

Medication: _____

Purpose: _____

Dosage: _____

Time/Special Circumstances: _____

Printed Name of Physician **Signature of Physician** **Date**

I, _____, do hereby give my son/daughter, _____, Permission to self-administer his/her asthma medication as prescribed by his/her physician during athletic competition.

Printed Name of Parent/Guardian **Signature of Parent/Guardian** **Date**

DECATUR PUBLIC SCHOOL DISTRICT 61 STUDENT ACCIDENT REPORT

Student's Name _____ Home Address _____
 School _____ Grade _____ Age _____ Male ___ Female ___
 Date of Accident _____ Exact Time _____ A.M. ___ P.M. ___
 Place of Accident: School Building ___ School Grounds ___ To/From School ___
 Other _____
 Non-School: Home ___ Other ___ Number of Days Absent From School* _____

(*If student is absent for an extended period of time, send preliminary report. Send revision when student returns to school.)

<p>DESCRIPTION OF ACCIDENT: How did it happen? What was student doing? List the conditions existing. Specify machinery or other equipment involved. Describe the school accident to the extent that you feel a person who has not seen the accident will know what has happened. <i>Was student taken to emergency room or a doctor's office?</i></p>	<p>MAJOR CAUSE OF ACCIDENT</p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Basketball</td> <td><input type="checkbox"/> Ran together</td> </tr> <tr> <td><input type="checkbox"/> Classroom</td> <td><input type="checkbox"/> Scuffling/fighting</td> </tr> <tr> <td><input type="checkbox"/> Fall</td> <td><input type="checkbox"/> Struck by moving object</td> </tr> <tr> <td><input type="checkbox"/> Football</td> <td><input type="checkbox"/> Struck fixed object</td> </tr> <tr> <td><input type="checkbox"/> Free Play</td> <td><input type="checkbox"/> Stepped on object</td> </tr> <tr> <td><input type="checkbox"/> Icy Conditions</td> <td><input type="checkbox"/> Tripped</td> </tr> <tr> <td><input type="checkbox"/> Kicked</td> <td><input type="checkbox"/> Twisted body joint</td> </tr> <tr> <td><input type="checkbox"/> P.E. Class</td> <td><input type="checkbox"/> Wrestling</td> </tr> <tr> <td><input type="checkbox"/> Pushed</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other (specify):</td> <td></td> </tr> </table>	<input type="checkbox"/> Basketball	<input type="checkbox"/> Ran together	<input type="checkbox"/> Classroom	<input type="checkbox"/> Scuffling/fighting	<input type="checkbox"/> Fall	<input type="checkbox"/> Struck by moving object	<input type="checkbox"/> Football	<input type="checkbox"/> Struck fixed object	<input type="checkbox"/> Free Play	<input type="checkbox"/> Stepped on object	<input type="checkbox"/> Icy Conditions	<input type="checkbox"/> Tripped	<input type="checkbox"/> Kicked	<input type="checkbox"/> Twisted body joint	<input type="checkbox"/> P.E. Class	<input type="checkbox"/> Wrestling	<input type="checkbox"/> Pushed		<input type="checkbox"/> Other (specify):																										
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Signature of person in charge _____ Report prepared by _____

Signature of Principal _____ Date of Report _____

**SEND ORIGINAL OF THIS REPORT TO KEIL BUSINESS OFFICE – ATTENTION: C
KEEP A COPY FOR YOUR RECORDS**

(Rev.8/07)

ATHLETIC FINGER TIP FACTS AND FIGURES
DPS HIGH SCHOOL EVENTS (not including conference, district and state contest)
TICKET PRICES

General Admission	Adult	Student
Varsity Football & Boys Varsity Basketball	\$ 5.00	\$ 3.00 (under 12 \$1.00)
Volleyball & Girls Varsity Basketball	\$ 4.00	\$ 2.00
Varsity Boys Wrestling	\$4.00	\$ 2.00
Underclass Football & Basketball	\$2.00	\$1.00
Senior Citizen with Medicare Card	\$1.00	
Varsity Soccer	Free	Free
Baseball, Softball, Track & Field	Free	Free
Preferred Patron Pass	\$50.00	
Student Participation Fee	\$20.00 per sport	

OFFICIALS

Football

Varsity	5 at \$70 each
Freshman or Sophomore	4 at \$50 each
Freshman + Sophomore	4 at \$100 each
Varsity + Sophomore	5 at \$115 each

Volleyball

Varsity + Sophomore	2 at \$65 each
Varsity lines person	2 at \$10 each
Varsity+ Sophomore+ Freshman	2 at \$85 each
Freshman + Sophomore	2 at \$55 each
Freshman (3 out of 5)	2 at \$45 each
Tournaments	determined by host school

Basketball – Boys

Varsity	3 at \$70 each
Preliminary contest	3 at \$50 each
Freshman (2 contests A & B)	2 at \$65 each
Freshman (1 contest)	2 at \$45 each
Freshman + Sophomore	2 at \$95 each
Tournaments	determined by host school

Basketball – Girls

Varsity	3 at \$70 each
Preliminary contest	2 at \$50 each
Freshman	2 at \$45 each
Freshman + Sophomore	2 at \$95 each
Tournaments	determined by host school

Baseball

Varsity	2 or 3 at \$60 each
Sophomore	2 at \$50 each
Freshman	2 at \$50 each
Varsity Doubleheader	2 or 3 at \$120 each
Varsity Tripleheader	3 at \$160 each
Varsity + Sophomore	2 at \$105 each
Fresh/Soph (JV) doubleheader	2 at \$100 each

Softball

Varsity	2 at \$55 each
Varsity Doubleheader	2 at \$120 each
Varsity Tripleheader	2 at \$150 each
Varsity + Sophomore	2 at \$85 each
Sophomore	2 at \$50 each

Wrestling

Varsity Dual	1 at \$65
Varsity Two Duals	1 at \$100
1-2, 1-3, 2-3 DNW	
Varsity Double Dual Triangular	1 at \$125
1-2, 2-3, 1-3	
Varsity Double Dual (split mats)	2 at \$90 each
Varsity Triple Dual Quad	2 at \$125 each
Sophomore- Dual	1 at \$55
Sophomore Two Duals	1 at \$90
Sophomore Double Dual Triangular	1 at \$105
Sophomore- Double Dual (Split mats)	2 at \$80
Sophomore-Triple Dual Quad	2 at \$105 each
Tournaments	determined by host school

Track

Starter Official - Dual	1 at \$50
Starter Official - Triangular	1 at \$55
Starter Official – each additional team	\$5
Conference Meet - Starter	1 at \$95
Conference Meet - Asst. Starter	1 at \$70
Invitationals	determined by host school

Swimming

Starter Official	1 at \$45
Judges	1 at \$35
Conference Meet - Starter	1 at \$70
Conference Meet - Judges	3 at \$45 each

Soccer

Varsity	2 or 3 at \$45 each
Varsity + Sophomore	2 or 3 at \$70 each
Sophomore	2 at \$35 each
Tournaments	determined by host school

Cross County

Conference Meet Starter	1 at \$55
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HOME GAME PERSONNEL

Ancillary duties for game day or miscellaneous support personnel will follow the Board approved Flat Rate Short-term Rate of Pay.

HOME GAME PERSONNEL ATHLETIC TIME SHEET

Name of Employee

SPORT	ACCOUNT CODE	DATE	JOB DESCRIPTION	HOURLY RATE	TIME		TOTAL TIME
					From	To	
					/		
					/		
					/		
					/		
					/		

If the employee is not a regular staff member and this is his/her first job for the district, we need for him/her to visit the Personnel Department to complete employment information. They will not be paid until the paperwork is processed by the Personnel Department.

TO BE COMPLETED BY THE BUSINESS OFFICE

Rate per hour _____ Total hours _____

Amount to be paid _____

Athletic Director

Principal