



*Student/Parent*

*Extracurricular Handbook*

*2022 -2023*

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## **Tigersharks Extracurricular Activities Code**

The School Districts of Green Lake and Princeton are dedicated to academic excellence and recognize that participation in extracurricular activities enhances the educational experience. A variety of sports, clubs, and activities are offered for both boys and girls. The opportunity to participate in extracurricular activities is extended to all students as a privilege to those who are willing to assume certain responsibilities. Students participating in extracurricular activities will meet high standards of behavior by demonstrating good sportsmanship, showing respect for others, observing all school rules, and by meeting the established eligibility requirements. Athletes must follow all Wisconsin Interscholastic Athletic Association (WIAA) rules and regulations.

### **A. Goals of Extracurricular Participation**

1. To provide opportunities for participation, performance, and competition beyond the traditional classroom
2. To provide activities for individual growth that include: developing responsibility, self-discipline, personal pride, perseverance, respect for others, cooperation, and overall well-being
3. To develop a willingness to place the good of the group before the desires of the individual through activities where students make a positive contribution to the school and community
4. To provide opportunities to exemplify positive mentor relationships between adult leaders and students
5. To provide the opportunity for developing lasting friendships with classmates and students from other schools

### **B. Recognized School Activities (B=Both, P=Princeton, GL=Green Lake)**

Mascots (B)	Math Team (B)
Sport Co-Op Teams (B)	Cheerleading (B)
Managers (B)	Homecoming/Winterfest/Prom Court (B)
Forensics (B)	Academic Bowl (B)
School Play (B)	NHS ( B - follows NHS bylaws/criteria)
Student Council (B - follows constitution)	Other Clubs & Organizations (B)
Spirit Nation (P)	

### **C. ELIGIBILITY for Athletics**

These Rules of Eligibility are established by the Wisconsin Interscholastic Athletic Association (WIAA)

1. Enrollment as a full-time student in GLSD or PSD.
2. A current physical exam form or alternate year card to participate in athletic activities as determined by a licensed physician must be completed every year. The physical exam must be completed on an every other year basis, starting with the first year of participation. The alternate year card with parent or guardian signature is used in the second year. A physical examination taken April 1 and thereafter is valid for the following two school years; a physical examination taken before April 1 is only valid for the remainder of that school year and the following year after.
3. An emergency medical form must be completed every year

4. Per state law, all required concussion testing and documentation must be completed.
5. Athletic code of conduct contract signed by the student and parent/guardian.
6. Payment of all required athletic fees.
7. Receipt of WIAA health and safety related information.

**D. WIAA GUIDELINES- for more information refer to WIAA website: <https://www.wiaawi.org/>**

1. An athlete must meet school and DPI requirements defining a full-time student.
2. An athlete must remain in good academic standing in order to compete in any sport.
3. An athlete must be an amateur in all recognized sports of the Wisconsin Interscholastic Athletic Association in order to compete in any sport.
4. An athlete may not receive any reimbursement for play in the form of salary, cash, or merchandise.
5. An athlete may not accept merchandise awards such as jackets, sweaters, watches, rings, billfolds, balls, etc.
6. An athlete may not permit the use of his/her name, picture, or personal appearance, as an athlete, in the promoting of any commercial endeavor.
7. An athlete may not play in a contest under a name other than his/her own. L
8. An athlete may participate in a non-school contest in no more than two non-school competitions during the school season in the same respective sport. School approval is required.
9. An athlete shall be suspended from interscholastic athletics (competition) for acts at any time (including summer) involving buying, selling, use and/or possession of alcohol, tobacco, e-cigs or e-cig products, vaping, or other drugs.
10. An athlete may not compete if he/she becomes nineteen (19) before August 1st of any school year.

**E. Homeschool Students**

Effective July 13, 2015, Wisconsin statute 118.133 requires schools to permit homeschool students to participate in sports and extracurricular activities on the same basis and to the same extent as public school students. The school board may ask the family to provide a statement confirming that the student meets the board's requirements relating to age, academic and disciplinary records. The Wisconsin Interscholastic Athletic Association states that a statement of homeschool enrollment (PI-1206) must be on file with respect to the homeschool student.

**F. Parent/Student Responsibilities for Participation**

1. All participants in the extracurricular program shall, with their parent/guardian(s), read, discuss and sign a pledge to follow the rules of the district outlined in this document prior to any participation. No athlete may participate in practice until his/her WIAA physical examination card and extracurricular registration, permission, waiver, concussion form and code agreement form are signed and returned. The forms will be kept on file.
2. The student/athletes and a parent must attend an Activity Code meeting at the beginning of each school year or watch the on-line video and take the exam after. At the beginning of each year both students and their parent(s) must sign the acceptance form and sportsmanship statement BEFORE being allowed to practice or participate in an activity. The extracurricular activities code booklet should be reviewed annually by students and parents.

**G. Attendance and Discipline**

1. Students who are involved in extracurricular activities must be in attendance at school. On the day of an event, the student should be in attendance for at least four (4) periods, and the student should be in attendance on the day after the event. If there is a contest on a Saturday,

the student must be in attendance at least (4) periods of the day on Friday. If school is missed it is imperative that a valid written excuse be filed with the office attendance person.

Principals/administrators may grant exceptions on an individual basis. Students should also make every effort to be at school the day following a school night event. Unexcused absences will result in the student being ineligible for the next extracurricular contest or performance.

2. When a student has a detention to be served and has not served it at the scheduled time, the student may not participate in the next extracurricular practice, performance, or game. This applies to detentions assigned for student misconduct by the office or by a member of the teaching staff.

3. A student suspended from classes/school (in or out of school suspension) for any reason will be ineligible to practice, participate, or compete in extracurricular activities for the duration of the suspension. A suspension is considered completed when the student is allowed to resume attendance in classes. A student who has completed a suspension on a Friday or the day before an extended vacation will be eligible on the next calendar day.

#### **H. Dropping and Changing Sports**

1. If an athlete decides to quit a sport during the sports season, he/she should meet with the head coach.

2. If an athlete decides to change sports during a sports season, he/she shall meet with both coaches involved in the transfer. An athlete shall be considered out for a sport when he/she has received equipment on or after the recognized WIAA starting date for that sport.

3. The penalty for transferring while in season shall be one contest.

4. Only one transfer will be permitted during the season.

#### **I. Uniforms and School Issued Equipment**

1. All uniforms and school issued equipment will be returned to the coach or advisor at the end of the season. Uniforms and equipment should be cleaned and returned in good condition.

2. If a student fails to return uniforms and/or equipment, the student will be required to pay for the replacement of the uniform and/or equipment.

3. Students who do not turn in uniforms at the end of a season or pay for a replacement, will not be eligible to receive another uniform for another sport.

#### **J. Injuries**

1. Any injury must be reported to the coach, advisor, athletic director, or trainer immediately.

2. The injury should be reported to the office along with the necessary information for insurance within twenty-four (24) hours of each and every injury.

3. A release form signed by the doctor must be filed in the administrator's office before participation is resumed.

#### **K. Coaches'/Advisors' Rules**

- Participants are required to follow rules set by individual coaches/advisors (i.e., profanity, dress codes, general conduct, and curfew). These rules, approved by the principal, must be written and distributed to the participants at the beginning of each activity season.

#### **L. Academic Eligibility**

1. Keep participants academically accountable in the classroom; meaning zero F's and/or a 2.00 quarter grade point average.

2. Provide ample opportunities for participants to regain academic eligibility.

3. Keep coaches and advisors more informed on a participant's academic status.

Grade Check (7th - 12th Grade)	Penalty
Grade Monitoring	<ul style="list-style-type: none"> <li>● Skyward grades are continuously updated and can be monitored by the administration and coaches, upon request.</li> <li>● The Athletic Director will be checking weekly, meeting with students and informing coaches.</li> </ul>
1st, 2nd, 3rd, 4th Quarter Grades	<ul style="list-style-type: none"> <li>● 1 failing grade or GPA below 2.0 = 15 school day suspension</li> <li>● Student must present documentation that he/she is passing all classes and has no incompletes before returning to the activity.</li> <li>● Extenuating circumstances may warrant administrator discretion in rare cases</li> </ul>
6th grade students	6th grade students must pass all classes in each quarter and having a passing final grade

#### **M. Academic Ineligibility Suspensions**

1. During a suspension due to academic ineligibility, the student athlete is allowed to practice.
2. For fall sports the ineligibility period shall be the lesser of (1) 21 consecutive calendar days beginning with the date of earliest allowed competition in the sport, (2) one-third of the maximum number of games/meets allowed in the sport (rounded up if one-third results in a fraction), or (3) fifteen scheduled school days and nights. By WIAA rule, a student may not use summer activity, including summer band, to complete their academic ineligibility
3. Per WIAA policy, students who are ineligible to participate during the first game (round) of tournament play will remain ineligible for the entire tournament series.
4. Suspensions for athletes shall be effective when all quarter grades are finalized by the office.
5. Subsequent grade checks will be done prior to future competitions until the athlete is again eligible to participate.
6. Students who have multiple F's or continuous F's at grade check times will not be eligible to practice or play and all issued equipment and uniforms must be turned in to the coach. Education comes first.

\*A tutoring program is available at both Princeton High School and Green Lake High School. Athletes in need of help should contact their teacher, school counselor, or the athletic director.

#### **N. Standards of Conduct**

1. Participating in extracurricular activities is a privilege extended to all students provided they are willing to assume certain responsibilities. The Green Lake and Princeton School Districts have established the following expectations of students who wish to represent the districts in any school sponsored event or extracurricular activity.
2. These expectations include:
  - Respect, courtesy, manners, and good sportsmanship at all times
  - Attendance at school, practices, games, and events. No unexcused absences. Failure to attend may result in suspension from games and/or removal from the sport/activity.
  - Use of socially acceptable language (no profanity).

- Appropriate use of social media
  - Meets the code of conduct regarding illegal substances, bullying policy, vandalism, theft and other unacceptable conduct.
  - Meets all eligibility requirements set forth in the Activities Code
3. These expectations are in effect 24 hours per day, 365 days each year and begin when a student enters the 6th grade. Violations accumulate through 8th grade. Expectations reset as the student enters 9th grade and violations accumulate until the student graduates or until all spring activities conclude for graduating seniors.
4. Reported violations of the activities code shall be presented to the activities director or principal in writing and shall include the description, the date, the time, and the place of the violation. The report must be signed and dated by the person making the complaint. It is the expectation of the school board that all employees, board members, and fans report violations to the principal or activities director immediately and in writing.

### **O. Major Infractions:**

1. Alcoholic Beverages - The possession and/or use of alcoholic beverages except in religious services. Beverages labeled non-alcoholic are considered alcoholic beverages if they contain any alcohol.
2. Controlled Substances and Drug Paraphernalia – The possession and/or use of controlled substances or drug paraphernalia in situations other than those prescribed by a licensed physician.
3. Tobacco/Nicotine/Smoking Devices – The possession and/or use of any form of tobacco/nicotine product and smoking devices. Also prohibited are E cigarettes or any other vaping devices.
4. Illegal Acts – Involvement in incidents such as theft, burglary, assault, vandalism,
5. Serious Misconduct at School – Student disobeying school rules/policies and/or receiving multiple suspensions and/or committing serious offenses (those demanding multiple day suspensions per the discipline guideline in the student handbook).

### **P. Minor Infractions**

Any conduct not becoming an extracurricular participant, including, but not limited to:

1. Disrespect to individuals, public/private property
2. Out of school suspension from school while in season
3. Failure to comply with established rule classroom rules, school rules or Board policy
4. Cheating
5. Plagiarism (On second occurrence)
6. Theft
7. Fighting
8. Other circumstances deemed by the school administration to be unbecoming

### **Q. Consequences-Major**

1. First offense – Suspension for 25% of the current sports' regularly scheduled season. If the student is not currently participating in a sport, then the suspension will be the first 25% of the regularly scheduled season of the next sport that the student participates in. If the 25% is a fraction, it will be rounded to the nearest whole number, with a .5 being rounded up. A student must attend practices during the suspension period. (Scrimmages do not count as contests since no official score is kept. Contests that are scheduled but not played due to weather or other reasons are not counted toward games in the suspension.) If a student's suspension cannot be completed during the current sport's season, then the remaining percentage of his or her suspension will be served during the next sport in which he or she participates. The number of contests/events remaining to be served will be determined by prorating on the basis of the total number of games regularly scheduled for the sports involved.

2. Honesty Clause: A student who has violated the standards of conduct may select the option of coming to a faculty member or the administration and admitting their mistake. Admission of the offense must be made within a reasonable amount of time. The student will have the penalty reduced in half. This does not apply to a student who has had a previous infraction of the code. A student must attend practices during the suspension period.

3. Second Offense – Suspension for 50% of the current sports' regularly scheduled season. If the student is not currently participating in a sport, then the suspension will be the first 50% of the regularly scheduled season of the next sport that the student participates in. If the 50% is a fraction, it will be rounded to the nearest whole number, with a .5 being rounded up. A student must attend practices during the suspension period. (Scrimmages do not count as contests since no official score is kept. Contests which are scheduled but not played due to weather or other reasons are not counted toward games in the suspension.) If a student's suspension cannot be completed during the current sport's season, then the remaining percentage of his or her suspension will be served during the next sport in which he or she participates. The number of contests/events remaining to be served will be determined by prorating on the basis of the total number of games regularly scheduled for the sports involved.

4. Third Offense – One (1) full year (365 days) suspension from all practices and contests/events from the date this ineligibility is established in writing. Failure to attend the counseling sessions or meet with the activity leader will result in a continuation of the suspension from contests/events.

#### **R. Consequences-Minor**

1. The first two offenses shall each carry a one event/contest suspension.

2. The third offense and all additional offenses shall result in an advancement of one step under "Sports – Major" penalties.

3. In order for a first offense, second offense or minor violation to be regarded as successfully completed, the suspended student must complete the season of the activity during which the suspension was served. If the student does not complete the season, or is otherwise dismissed from the activity for any reason, the suspension will not be considered to have been served and will be transferred in full to the next activity.

- **All suspensions will begin on the date that the ineligibility is established in writing.**

#### **S. Events, Clubs, and Organizations**

1. First Offense – Suspension from the next event a student could have legitimately participated in.

2. Second Offense - Suspension from the next two events a student could have legitimately participated in.

3. Third Offense – One (1) full year (365 days) suspension from all activities from the day this ineligibility is established in writing.

#### **T. Procedure for Notification**

1. The coach of the sport or advisor involved has the authority to recommend to the AD and principal to suspend a student's privilege of participation for a violation. The penalty imposed by a coach or advisor for violation of a coach's/advisor's rule must follow the sequence and may not exceed the penalties listed.

2. The principal has the authority to suspend a student's privilege of participation.



3. If a student is reported by any person to the principal or if the principal on his/her own suspects there has been a violation, the principal will meet with the student. This code will not act on hearsay. Once an infraction has been reported, the principal and athletic director/advisor will meet with the student so that he/she may explain their side of the story.
4. If the student admits to the code violation or has been determined to be in violation, the student will be immediately suspended from Activity according to the rules outlined in the handbook. The coach or advisor will also be notified.
5. The principal shall notify the student and parents or guardians, by mail, stating the reasons for the suspension and the length of the suspension

#### **U. Trips Sponsored By School Clubs or Organizations- Green Lake Only**

Students wishing to participate in a club or organization trip, whether it is a day, overnight, or extended time, need to agree to the Activity Code at the onset of planning for the trip. A student who has had a discipline referral may not be allowed to participate in the trip. Any fees or deposits will be reimbursed to the organization.

NOTE: On a first offense only, a student who has violated the standards of conduct may select the option of coming to the administration and admitting their mistake. The student will be put on probation for a reasonable amount of time from the day the ineligibility is established in writing, with the understanding that if there is another violation the student may not be allowed to participate in the trip.

#### **V. Tigershark Transportation Policy & Expectations**

A. All extracurricular participants must ride to and from away contests in transportation provided by the school districts. Although the practice is discouraged, parent/guardian(s) may request in writing to the principal that they transport their own child home from away contests. This should only be requested in situations with extenuating circumstances. A reason must be given. This must be done prior to departure for the contest. It is the expectation of the school board that once arrangements have been made with the principal, that the student does indeed have transportation with a parent. For liability reasons, this transportation **MUST** be provided by parents or a family member. You must check out with the coach before leaving.

The Princeton Board of Education and the Green Lake Board of Education, together, have adapted the following transportation regulations for both practices and games. This procedure is currently in place for all Middle School/High School Student/Athletes.

##### **Middle School Practices:**

Middle school athletes will be required to ride the shuttle bus between Princeton and Green Lake practices.

Parents may take or pick-up an athlete if a note is provided to the office a day before practice.

- A copy of the note will be given to the student when permission is given, and the student will give the note to the coach.

##### ● **Middle School Games:**

Middle school athletes will be required to ride the shuttle bus to all home games when the games begin at either 4:30 or 5:00 p.m. If the game begins at 6:00 p.m., middle school athletes would need to find their own transportation to the contest. **There will be no transportation to home football games in Montello. Montello is designated a home event and athletes must obtain transportation to and from this site.**

**Coaches must communicate with athletes to ensure transportation has been arranged.**

- If athletes cannot get a ride to home games in Princeton or Green Lake, they may take the shuttle bus over, but must find their own ride home.
- In the event that return transportation is not possible coaches must use a district van and transport athletes to and from home events.

**Parents must communicate with the coach(s) if there is a transportation hardship**

- For Middle School Football if transportation is not available (to Montello only) then the coach must use a district van and provide transportation to athletes to and from the event.
- Coaches should not leave a home event (Princeton, Green Lake, or Montello) until all transportation needs have been met and everyone has a ride home.

**High School Practices/Games:**

High school athletes will be required to ride the shuttle bus between Princeton and Green Lake.

- Princeton athletes may drive to and from practice if they sign the “Alternate Transportation” form which is located in the school office. The Alternate Transportation form must be approved by the school principal. It is the responsibility of the athlete to provide the coach with an approved Alternate Transportation note from the office.
- Green Lake athletes may not drive to and from practices unless students live closer to Princeton than Green Lake or if there are specific circumstances approved by the school principal in writing. Students are responsible for providing the approved request to the coach.
- School transportation is not provided for home games.

**W. APPEAL PROCEDURES**

The steps outlined hereafter is the procedure for a student and his/her parent/guardian(s) to follow in appealing decisions relating to eligibility.

- A. After a ruling of ineligibility resulting in suspension from extracurricular participation has been made, a student and/or his parent/guardian(s) may appeal the decision in writing to the District Administrator provided an appeal is received within (five) 5 school days from the day the student and/or parent was notified of such ineligibility in writing.
- B. After an appeal has been received, a date for a meeting shall be established by the District Administrator with said date to be no later than ten (10) school days after receipt of the written appeal from the student and his/her parents/guardians. The District Administrator may extend this date if circumstances require an extension.
- C. The District Administrator may include other relevant staff members at the meeting. The student and/or parents will also be permitted to attend the meeting.
- D. At the meeting, the student will be provided with an opportunity to present other relevant information on his/her behalf. A decision on the appeal will be sent within ten (10) school days.
- E. If the student and his/her parents are not satisfied with the decision of the District Administrator, a second meeting may be requested with the Board of Education. The Clerk of the Board must receive, in writing, a request for a second meeting with the Board within five (5) school days of the mailing of the decision of the first meeting with the District Administrator. Note: The provisions outlined in Sections (B), (C), and (D) will be applicable to the second meeting before the School Board. The School Board President may extend the timeline for meeting with the student and/or parent based on his / her discretion. The School Board’s decision is final.
- F. The provisions as outlined above shall be the sole and exclusive remedy for appeal from the rulings referred to in Section (A) above.
- G. The student will remain ineligible throughout the appeal process

**Participation in extracurricular activities is a PRIVILEGE, NOT A RIGHT.  
WARNING OF INHERENT RISK IN SPORTS PARTICIPATION**

The Activities/Athletic Departments of the Princeton and Green Lake School Districts advise both student-athletes and their parents or guardians that a risk of injury, potentially serious, is inherent to participation in sports. The risk of serious injury includes, but is not limited to sprains, fractures; ligament and /or cartilage damage which could result in a temporary or permanent, partial or complete, impairment in the use of one's limbs; brain damage; paralysis; or even death. Athletic participation must be entered into with full knowledge and understanding of the risk of serious injury to which an athlete exposes themselves by participating in athletics.

- It must be further acknowledged that FOOTBALL, WRESTLING, BASEBALL AND SOFTBALL are PHYSICAL CONTACT SPORTS involving even greater risk of injury than other sports.
- In sports in which an athlete may use a protective helmet, it must be understood that no helmet can prevent all head or neck injuries a player might receive while participating. A protective helmet should not be used to butt, ram or spear an opposing player. This is a violation of the rules within sports and such use can result in severe head or neck injuries, paralysis or death to oneself and possible injury to an opponent.
- It must be also understood that the Princeton and Green Lake School Districts strongly encourage the use of sport bras for female athletes and athletic supporters for male athletes. These devices are worn to protect and support developing tissues in young athletes.

**PARENT EXTRACURRICULAR CODE**

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to the children. As parents, when your child becomes involved in our program, you have a right to understand what expectations are placed on our athletes/participants. This begins with clear communication from the coach/advisor of your child's program.

**Communication You Should Expect from Your Child's Coach/Advisor**

- Philosophy of the coach/advisor.
- Expectations the coach/advisor has for your child.
- Locations and times of all practices and contests.
- Team requirements (i.e., physical, fees, forms, special equipment, off-season conditions and summer programs.)
- Squad selection
- Procedure should your child/advisor be injured during participation.
- Discipline that could result in the denial of your child's participation.

**PARENT/COACH/PLAYER SQUAD MEETINGS**

Coaches/Advisors are encouraged to discuss these items among other things with parents

- Practice schedule
- Team Rules
- Philosophy Statement
- Special dates and events
- Game/event schedule
- Lettering Policy
- How players earn playing time

**COMMUNICATION**

Communication among or between athletes/participants, parents, and coaches/advisors is encouraged

and becoming ever more necessary. Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting. Should an athlete/participant or parent have a complaint, the following steps may be taken to find a workable solution.

- A. The athlete/participant or parents must discuss the situation with his or her coach/advisor.
- B. If the athlete is on a non-varsity team, the athlete or parents may make an appeal to the head coach of the program.
- C. If the issue is not resolved, the parents or athletes/participants may make an appeal to the Activities Director.
- D. Parents and athletes/participants will not address concerns with coaches/advisors at the contest site on the day of games/events. Concerns will not be addressed to coaches/advisors before, during, or after athletic contests or events. Instead, a separate appointment will be made so that concerns can be addressed privately.
- E. Parents and athletes/participants will not address concerns with coaches in front of other athletes/participants.
- F. Parents will not attempt to address concerns with a coach/advisor as a group of more than one set of parents. At no time will a coach/advisor be required to address concerns with more than one athlete/participant and/or his/her parents at a time.

### **Communication Coaches/Advisors Expect from Parents**

- Concerns expressed directly to the coach/advisor.
- Notification of any schedule conflicts in advance.
- Specific concern in regard to a coach's/advisor's expectations.

When your child chooses to participate in an extracurricular activity, sacrifices often are made. This holds true for the parents of athletes/participants as well. Our activities programs continue during vacation time that occurs during the school year. Therefore, you are encouraged to schedule vacation when your child is not participating. An athlete/participant who is absent during a vacation must be prepared to accept the consequences. As your child becomes involved in the programs at PPS/GLHS, he/she will experience some of the most rewarding experiences of his/her life. It is important to understand that there also may be times when things do not go the way you or your child wish. At these times, discussion with the coach/advisor is encouraged.

### **Appropriate Concerns to Discuss with Coaches/Advisors**

- The treatment of your child – mentally and physically.
- Ways to help your child improve.
- Concerns about your child's behavior.

It is very difficult to accept your child's lack of playing time or major role. Coaches/Advisors are trained to make judgment decisions based on what they believe to be best for all athletes/participants involved. As you have seen from the list above, certain things can and should be discussed with your child's coach/advisor. Other things, such as those below, must be left to the discretion of the coach/advisor.

### **Some Issues Not Appropriate to Discuss with Coaches/Advisors**

- Playing time/role
- Team strategy
- Play calling
- Other participants/athletes

There are situations that may require a conference between the coach/advisor and the parent. It is important that both parties involved have a clear understanding of the other's position. In the majority of cases, the athlete/participant, parent, and coach/advisor should be able to communicate and reach an

amicable solution to concerns and /or questions.

### **PARENT SUPPORT AT CONTEST/EVENT**

Adults are the role models for fan participation at games. Consider how your response to the events in a game/activity impacts your children. Please understand the following:

- This is a game/activity played by children. The game/activity is part of the educational experience.
- Officials will make mistakes. It is the job of the Head Coach/Advisor only to hold officials accountable. Berating an official will not change his/her call, will not change the outcome of the event, but will reveal the character of the fan.
- Cheer when our team does well, it is not necessary to respond when the other team does well or gets hurt.
- Let the coach/advisor be responsible for coaching the participants. Coaching from fans in the stands undermines the coach/advisor, confuses the participants, and does not positively contribute to the outcome of a contest.
- Booing, negative gestures, calling out to the officials and carrying on in unsportsmanlike ways are not in the best interest of our school system.
- Some fans may be asked to leave the building by event management.

**We all need to remember that this is a game and the participants are young people. A win or loss will not impact a person as much as the positive support of their friends and family in the stands.**

# Concussion and Head Injury Information

[Wis. Stat. § 118.293 Concussion and Head Injury](#)

**What Is a Concussion?** A concussion is a type of head (brain) injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body that causes the head and brain to move rapidly back and forth. Even what seems to be a mild bump to the head can be serious. Concussions can have a more serious effect on a young, developing brain and need to be addressed correctly. Consequences of severe brain injury (including concussion) include problems with thinking, memory, learning, coordination, balance, speech, hearing, vision, and emotional changes.

**What are the signs and symptoms of a concussion?** You cannot see a concussion. Signs and symptoms of concussion can show up right after an injury or may not appear or be noticed until hours or days after the injury. It is important to watch for changes in how you as an athlete or your child or teen is acting or feeling, if symptoms are getting worse, or if you/they just “don’t feel right.” Most concussions occur without loss of consciousness.

If the child or teen reports one or more of the symptoms of concussion listed below, or if you notice the signs or symptoms yourself, seek medical attention right away. Children and teens are among those at greatest risk for concussion.

**These are some SIGNS of concussion (what others can see in an injured athlete):**

- Dazed or stunned appearance
- Unsure of score, game, opponent ○
- Clumsy
- Answers more slowly than usual
- Shows behavior or personality changes
- Loss of consciousness (even briefly) ○
- Repeats questions
- Forgets class schedule or assignments

**Children and teens with a suspected concussion should NEVER return to sports or recreation activities on the same day the injury occurred.**

They should delay returning to their activities until a healthcare provider experienced in evaluating for concussion says it is OK to return to play. This means, until permitted, not returning to:

- Physical Education (PE) class
- Sports practices or games
- Physical activity at recess

**These are some of the more common SYMPTOMS of concussion (what an injured athlete feels):**

- Headache
- Nausea or vomiting
- Dizzy or unsteady
- Sensitive to light or noise or blurry vision ○
- Difficulty thinking clearly, concentrating, or remembering
- Irritable, sad, or feeling more emotional than usual
- Sleeps *more* or *less* than usual

**If you or your child or teen has signs or symptoms of a concussion**

Seek medical attention right away. A healthcare provider experienced in evaluating for concussion can determine how serious the concussion is and when it is safe to return to normal activities, including physical activity and school (concentration and learning activities).

After a concussion, the brain needs time to heal. Activities may need to be limited while recovering. This includes exercise and activities that involve a lot of concentration.

Information adapted from the [Centers for Disease Control and Prevention’s \(CDC\) Heads Up Safe Brain. Stronger Future.](#)

## Sudden Cardiac Arrest Information

[Wis. Stat. § 118.2935 Sudden cardiac arrest: youth athletic activities](#)

Sudden cardiac arrest (SCA), while rare, is the leading cause of death in young athletes while training or participating in sport competition. Even athletes who appear healthy and have a normal preparticipation screening may have underlying heart abnormalities that can be life-threatening. A family history of SCA at younger than age 50 or cardiomyopathy (heart muscle problem) places an athlete at greater risk. **Athletes should inform the healthcare provider performing their physical examination about their family's heart history.**

**What is Sudden Cardiac Arrest?** Cardiac arrest is a condition in which the heart suddenly and unexpectedly stops beating. If this happens, blood stops flowing to the brain, lungs, and other vital organs.

**Cardiac arrest usually causes death if it is not treated with cardiopulmonary resuscitation (CPR) and an automated external defibrillator (AED) within minutes.**

Cardiac arrest is not the same as a heart attack. A heart attack occurs if blood flow to part of the heart muscle is blocked. During a heart attack, the heart usually does not suddenly stop beating. In cardiac arrest the heart stops beating.

**What warning signs during exercise should athletes/coaches/parents watch out for?**

- Fainting/blackouts (especially during exercise)
- Dizziness
- Unusual fatigue/weakness
- Chest pain/tightness with exertion
- Shortness of breath
- Nausea/vomiting
- Palpitations (heart is beating unusually fast or skipping beats)

**Stop activity/exercise immediately if you have**

**any of the warning signs of Sudden Cardiac Arrest.**

**Speak up and tell** a coach and parent/guardian if you notice problems when exercising.

If an athlete has any warning signs of SCA while exercising, they should **seek medical attention and evaluation from a healthcare provider before returning to a game or practice.**

The risk associated with continuing to participate in a youth activity after experiencing warning signs is that the athlete may experience SCA, which usually causes death if not treated with CPR and an AED within minutes.

**What are ways to screen for Sudden Cardiac Arrest (SCA)?**

[WIAA Pre-Participation Physical Evaluation](#) – the Medical History form includes important heart related questions and is required every other year. Additional screening using an electrocardiogram and/or an echocardiogram may be done if there are concerns in the history or physical examination but is not required (by WIAA). Parents/guardians/athletes should discuss the need for specific cardiac testing with the medical provider performing the review of family history and physical evaluation or after experiencing warning signs of sudden cardiac arrest while exercising. The cost of the pre-participation physical and any follow up examinations or recommended testing including an electrocardiogram is the responsibility of the athlete and their parents/guardians. **Not all cases or causes of SCA in young athletes are detected in the history, examination, or with testing.**

**What is an electrocardiogram, its risks, and benefits?** An electrocardiogram (ECG) is one of the simplest and fastest tests used to evaluate the heart. Electrodes (small, plastic patches that stick to the skin) are placed at specific spots on the chest, arms, and legs. The electrodes are connected to an ECG machine by wires. The electrical activity of the heart is then measured, interpreted, and printed out. No electricity is sent into the body. Risks associated with having an ECG are minimal and rare. The benefits include that it

is an easy procedure to do, can be performed in many health care offices and it may detect heart conditions in children with no symptoms. **ECGs are good at detecting certain heart conditions that may increase risk for SCA but may not detect all such conditions.** If not performed correctly the information is not valid and may lead to more (unnecessary) testing and further examinations. ECGs should be interpreted by experts in reading ECGs in children (i.e., pediatric cardiologists). For more information, [view the Johns Hopkins Medicine - Electrocardiogram website.](#)

**How may a student athlete and parent/guardian request the administration of an electrocardiogram and a comprehensive physical examination?** Athletes participating in WIAA sports are required to have a physical examination and review of family history every other year. Other youth sports have similar requirements. Although the cost of these medical examinations is the responsibility of the athlete's family many school districts can assist students to find low cost or no cost ways to obtain these examinations. Athletes should contact their school athletic director if they need assistance in getting an examination. If an athlete has risk factors, family history of heart disease, or has had warning signs associated with sudden cardiac arrest while exercising, they should tell the medical provider performing the history and physical examination and discuss the possible need for an electrocardiogram.





**GREEN LAKE/PRINCETON SCHOOL DISTRICT  
EXTRACURRICULAR REGISTRATION, PERMISSION, WAIVER & CODE AGREEMENT FORM**

**Permission/Waiver**

To minimize the process of requesting signatures on the different forms required for your son/daughter named herein to participate in various school activities and programs, the District has developed this form to help simplify the process. Please read all sections on the front and back of this form. This form will need to be completed prior to your son/daughter participating in any extracurricular activity, practice, or contest sponsored by the Green Lake/Princeton School District.

**Extracurricular Handbook**

I have received a copy of, read and understand the School District's Student/Parent Extracurricular Handbook. I understand my son/daughter named herein must abide by the policies if he/she participates in extracurricular activities sponsored by the school districts.

**Wisconsin Interscholastic Athletic Association (WIAA) Eligibility Form**

I have received a copy of, read and understand the WIAA Eligibility form. If I have not understood any information contained in this handbook, I have sought and received an explanation of the information prior to signing this statement. I understand my son/daughter named above must abide by all WIAA rules and regulations as they apply to athletic participation while a student in the school districts. I also understand that the WIAA rules are in effect twelve months a year

**Media Release Form**

I give permission for my son/daughter named above to be interviewed, mentioned, photographed, videotaped and quoted by the news media and employees of the school districts before, during and after participation in an extracurricular activity sponsored by the school districts.

**Parent Athletic Participation Consent**

Parental or guardian consent must be granted annually for participation by student-athletes. As parent or guardian, with your signature, you do hereby consent to allow the student-athlete named below to engage in interscholastic athletics sponsored by the school districts during the present school year. Furthermore, permission is granted for this athlete to accompany teams, as a member, on out-of-town trips. It is understood that this child will also be expected to firmly adhere to all established school and athletic policies while associated with their selected program.

**Warning of Inherent Risk in Sports Participation**

I have read, understand and am willing to accept the consequences of athletics as presented in the Warning of Inherent Risk in Sports Participation disclosure presented and provided by the school districts.

**Concussion and Sudden Cardiac Arrest**

We have received, read, and understand the athlete and parent concussion information and we agree to report all symptoms to coaches. We further understand that athletes may be removed from practice and games and may also need a physician's clearance to resume play. We also grant permission for our athlete(s) to receive concussion testing.

**Medical Treatment Consent**

The parent or guardian of a school district athlete recognizes that as a result of athletic participation, medical treatment on an emergency basis may be necessary. The athlete's parents further recognize that school personnel may be unable to contact them for their consent for emergency medical care. Each school district does hereby secure parental/guardian consent in advance to such emergency care, including hospital care, as may be deemed necessary under the then existing circumstance.

**Activities Participation Checklist (must be completed before participation)**

- 1. Physical Exam - current physical examination on file. Each athlete is required to submit a physical exam every two years as determined by a licensed physician or Advanced Nurse Practice Nurse Practitioner (APNP).
- 2. Alternate year card - on the nonrequired physical exam year, an athlete must have on file an alternate year card .
- 3. Athletic Handbook Signed
- 4. Athletic Emergency form / Disclosure form.
- 5. Concussion Test every 2 years
- 6. Participation fee per sport (\$30 high school, \$15 middle school)

**Foreign Exchange Students.**

Must have the above completed and a completed Application of Eligibility on Behalf of Foreign Exchange Student and submitted to the WIAA by the athletic director.

**Transfer Student**

For any transfer student who is new to the Green Lake or Princeton District for the given year, must have their eligibility approved by the WIAA prior to practice or competition.

**Tigershark Athlete/Parent Athletic Emergency Medical Page and Authorization**

This form will be used by the athletic department during sport seasons to ensure proper medical treatment for athletes in the event of serious injury or concussion.

**Signature of Parent/Guardian:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

**Athlete(s):** All athletes covered by this document should sign here: Please write legibly.

1.	2.
3.	4.

**I. Athletes**

Please list all athletes covered by this emergency medical page, their birth date, grade, and all sports in which they will participate throughout the school year. Please provide us with any medical information about any of the above named athletes that would assist us in helping the athlete in case of emergency. Examples would be allergies, certain handicaps, diabetes, use of inhalers, need for epi-pens, etc. Please see the example

<b>Nane</b>	<b>Grade</b>	<b>DOB</b>	<b>Sports</b>	<b>Medical Info</b>
Example	10	7/11/22	FB, BB, BB	

**III. Emergency Contact Information**

Please give all requested contact information Primary contact-I understand that as the parent/guardian, I will be contacted first and that my secondary contact will be contacted only if I cannot be reached.

<b><u>PARENT/GUARDIAN NAME</u></b>	<b><u>HOME PHONE</u></b>	<b><u>CELL NUMBER(S)</u></b>

**Secondary Contact**

<b><u>NAME</u></b>	<b><u>HOME PHONE</u></b>	<b><u>CELL NUMBER</u></b>

**THEDA CARE  
AUTHORIZATION FOR THE DISCLOSURE OF HEALTH INFORMATION**

Athlete's Name	Date of Birth	Address
<p><b>Authorizes information to be released from: Information Released to:</b> (Officials of the school I attend, including coaching staff and Athletic Directors who are involved in my sporting events).</p>		
Theda Care 122 E. College Ave. Appleton, WI 54911	Princeton High School 604 Old Green Lake Rd Princeton, WI 54968	Green Lake High School 612 Mill St Green Lake, WI 54941

**Information to be released includes:** All information concerning my health that impacts my ability to participate in sports. This may include information about injuries (such as sprains, strains), surgeries (such as ACL reconstruction, rotator cuff repair), concussions (ImPACT test results) or medical conditions (such as asthma).

**Need for the disclosure:** The purpose of the release of this information is to inform the coaching staff of my health related limitations and abilities to continue to participate in sporting events. Also to provide the coaching staff with information about my injury to help me participate in sporting events safely.

I understand that if the person(s) and/or organization listed above are not health care providers, health plans, or health care clearinghouses, who must follow the federal privacy standards, the health information disclosed as a result of this authorization may no longer be protected by the federal privacy standards and my health information may be re-disclosed without obtaining my authorization

**YOUR RIGHTS WITH RESPECT TO THIS AUTHORIZATION:**

Right to inspect or Copy the Health Information to be used or disclosed – I understand that I have the right to inspect or copy the health information I have authorized to be used or disclosed by this authorization form. I may arrange to inspect my health information or obtain copies of my health information by contacting the health information department. Right to Receive Copy of this Authorization – I understand that if I agree to sign this authorization, which I am not required to do so I must be provided with a signed copy of the form. Right to refuse to sign this authorization – I understand that I am under no obligation to sign this form and that the person(s) and or organization (s) listed above who I am authorizing to use and/or disclose my information may not condition treatment, payment, enrollment in a health plan or eligibility for health care benefits on my decision to sign this authorization. Right to withdraw this Authorization – I understand that written notification is necessary to cancel this authorization. To obtain information on how to withdraw my authorization or to receive a copy of my withdrawal, I may contact the health information department. I am aware that my withdrawal will not be effective as to uses and/or disclosures of my health information that the person(s) and or organization(s) listed above have already made in reference to this authorization.

**EXPIRATION DATE:** This authorization is good for one year from the date signed. I have had an opportunity to review and understand the content of this authorization form. By signing this authorization I am confirming that it accurately reflects my wishes.

**Parent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## ATHLETE AGREEMENT

As a parent/guardian and as an athlete it is important to recognize the signs, symptoms, and behaviors of concussions and sudden cardiac arrest. By signing this form, you are stating that you have read the Department of Public Instruction's (DPI) and the Wisconsin Interscholastic Athletic Association (WIAA) Concussion and Head Injury information sheet and Sudden Cardiac Arrest Information sheet.

### Athlete Agreement:

I, \_\_\_\_\_ have read the Concussion and Head Injury Information sheet. I have had the opportunity to read more information on concussions on the Centers for Disease Control and Prevention's (CDC) websites. I understand what a concussion is and how it may be caused. I also understand the common signs, symptoms, and behaviors. I understand the importance of reporting a suspected concussion to my coaches and my parents/guardian.

I understand that I must be removed from practice/play if a concussion is suspected. I understand that I must be evaluated by an appropriate health care provider and provide to my coach written clearance to participate in the activity from the health care provider before I may return to practice/play.

I understand that after a head injury my brain needs time to heal and that it may not heal properly if I return to practice/play too soon.

I have read the Sudden Cardiac Arrest Information sheet. I understand that I should stop activity/exercise immediately if I have any warning signs of sudden cardiac arrest and report the symptoms to my coaches and my parents/guardians.

\_\_\_\_\_  
**Athlete Signature**

Date \_\_\_\_\_



## PARENT AGREEMENT

As a parent/guardian and as an athlete it is important to recognize the signs, symptoms, and behaviors of concussions and sudden cardiac arrest. By signing this form, you are stating that you have read the Department of Public Instruction's (DPI) and the Wisconsin Interscholastic Athletic Association (WIAA) Concussion and Head Injury information sheet and Sudden Cardiac Arrest Information sheet.

### Parent Agreement:

I, \_\_\_\_\_ have read the DPI's Concussion and Head Injury Information sheet. I have had the opportunity to read more information about concussions on the Centers for Disease Control and Prevention's (CDC) websites. I understand what a concussion is and how it may be caused. I also understand the common signs, symptoms, and behaviors. I agree that my child must be removed from practice/play if a concussion is suspected.

I understand that it is my responsibility to seek medical treatment if a suspected concussion is reported to me. I understand that my child cannot return to practice/play until they are evaluated by an appropriate health care provider and provide written clearance from the health care provider to their coach.

I understand concussions can have a serious effect on a young, developing brain and need to be addressed correctly.

I have read the Sudden Cardiac Arrest information sheet. I understand that my child should stop activity/exercise immediately if they have any warning signs of sudden cardiac arrest. I understand it is recommended if my child has any warning signs of sudden cardiac arrest while exercising, they have a medical examination before exercising or returning to participation in their sport. I understand that I or my child should report a family history of heart problems or warning signs of sudden cardiac arrest to the healthcare provider doing the medical examination.

I understand how to request at my cost the administration of an electrocardiogram, in addition to a comprehensive physical examination required to participate in a youth athletic activity. I understand the athletic director may be able to assist me.

\_\_\_\_\_  
**Parent/Guardian Signature**

Date\_\_\_\_\_

