

# **San Dieguito Union High School District**

**Player / Parent Athletic Handbook**

**2011 - 2012**



## **Purpose**

The purpose of athletics is to contribute to the overall educational experience of the balanced and total student. Concepts learned through athletics include teamwork, integrity, sportsmanship, restraint, persistence, leadership, self-esteem, discipline, and humility. Student-athletes will be expected to adhere to the following code of behavior:

### **Athletes strive to:**

- Place academics first.
- At all times represent their school in a positive manner.
- Be on time; be enthusiastic, dependable, loyal, and cooperative.
- Be responsible and open to coaching.
- Be a team player and support their teammates.
- Abide by the general rules of discipline as established for you by the CIF, CIFSDS, and SDUHSD.
- Strive to improve.
- Demonstrate respect for teachers, coaches, and fellow athletes at all times.
- Maturely accept constructive criticism and take responsibility for his/her actions.
- Use appropriate language.

Participation on an athletic team is a privilege that is extended to every student who is eligible under regulations set up by CIF, CIF-San Diego Section (CIFSDS), and the San Dieguito Union High School District (SDUHSD). Every privilege includes responsibility. The conduct of a student-athlete is closely observed by many people. An athlete is a representative of the team, the school, and the community. Therefore, it is important that each student-athlete be a gentleman or lady of high moral integrity and class at all times and in all places. This extends into the classroom, beyond the playing field and within the community.

## **Governing Body**

**California Interscholastic Federation (CIF)** - Athletic competition is an integral part of the high school experience. CIF is uniquely positioned to foster student growth in values and ethics. CIF's operating principles of "Pursuing Victory with Honor," provides the opportunity to dramatically influence the actions of the athletic community. CIF strives to strengthen the integrity of students and adults across the state by promoting the concepts of sportsmanship, honesty, and quality academics. These priorities advance the highest principles of character—trustworthiness, respect, responsibility, fairness, caring, and good citizenship.

### **CIF—San Diego Section**

The CIF-San Diego Section is a voluntary association of public, private, and parochial high schools. The Board of Managers is the governing body. The members of the Board are public school superintendents and private school representatives of 97 member high schools and 135,000 students. It is one of ten sections throughout the State of California.

The San Diego Section encourages and assists high school students, through participation in interscholastic athletics, to develop and strengthen values, attitudes, and skills that will promote their personal growth as individuals and as members of a diverse society. In addition, its purpose is to cultivate more cordial and friendly relations among schools through good standards of sportsmanship. The San Diego Section administers and conducts varsity level championship playoffs in 26 sports for the young men and women attending our member schools. The CIF-SDS is committed to preparing young men and women for a better tomorrow and to working with educators, parents, and the community to establish and maintain excellent high school athletic programs. For more information, visit their website [www.cifsd.org](http://www.cifsd.org).

## **Eligibility Rules, Regulations and Transfers**

An athlete who participates in athletics agrees to abide by rules. These rules are the result of the combined efforts of four different groups; CIF, CIF-SDS, SDUHSD, and the National Federation of High Schools (NFHS). Information contained in this booklet will acquaint you with some of the bylaws and regulations all students must follow in order to protect athletic eligibility. The coach of each sport is responsible for teaching the rules that apply to that specific sport as published by the NFHS and the bylaws of the CIF-SDS. The eligibility standards of the CIF-SDS were accepted by each school when they became a member of CIF. If you have any questions regarding rules and regulations, please contact the Athletic Office for clarification.

In the following pages we have outlined CIF Rules that have specific importance to the athlete and parent. In some areas, SDUHSD has more strict guidelines than CIF. That is allowable: we are just not allowed to be more lenient. Any situation not specifically covered in this code will be referred to the Athletic Director. The eligibility physical will uniformly meet the standards of eligibility stated by the Constitution and Bylaws of the California Interscholastic Federation and CIF-SDS Green Book ([www.cifsds.org](http://www.cifsds.org)). NOTE: Students cannot participate on any school team until all forms are signed and returned to the Athletic Office.

For many students, the high school years will be highlighted and enhanced by participation in our school's interscholastic athletic program. During this time, the CIF-SDS standards must be met in order to be eligible to compete and participate. In addition, there may be school, district, and conference standards that apply. Parents and student-athletes are urged to study these standards carefully, and before making any decision involving athletic participation, to consult with the school administrator/Athletic Director.

### **CIF—Residential Eligibility**

A student has residential eligibility upon initial enrollment in:

The ninth grade of any CIF high school or a CIF junior high school under provisions of CIF Bylaw 302, OR

The tenth grade of a CIF high school from ninth grade of a junior high school.

### **SDUHSD—Residential Eligibility**

Students living within the boundaries of the SDUHS District who are accepted for enrollment at their home school or school of choice in the ninth grade are considered eligible.

An athlete must live with his/her parent, legal guardian, or care giver within the geographical boundaries of the San Dieguito Union High School District to be eligible.

### **Changing Schools—Transfers**

## **Entering High School – 9<sup>th</sup> Grade**

It is a family choice in deciding the school in which they chose to enroll their children. Athletic eligibility is first established when the student enters 9<sup>th</sup> grade, regardless of the member school. This is called **Initial Residential Eligibility** and specific details are listed in CIF Bylaw 206. Students entering 9<sup>th</sup> grade must meet all academic and citizenship requirements of the CIF and are subject to local school/board policies in order to participate in CIF high school athletics.

**CIF Bylaw 202.B. prohibits providing false information in regard to any aspect of eligibility. CIF Bylaw 510 (Undue Influence – Recruiting) prohibits any person or persons to secure, retain or influence what high school a student attends. In both cases, there are severe penalties for both the student-athlete and the school. The student-athlete penalty could include ineligibility for up to 24 months. Please report unethical behavior immediately to your school principal to help protect your student-athlete eligibility. Unethical behavior, recruiting and cheating hurts everyone.**

**Anytime a student moves from one school to another school (School “A” to School “B”), the student is considered a “transfer” student.**

### **Before the First Day of 10<sup>th</sup> Grade**

A family may make a decision to transfer their student prior to the first day of the student’s 3<sup>rd</sup> consecutive semester (typically the first semester of the sophomore year) of attendance since the initial enrollment in 9th grade and still retain residential athletic eligibility when the specific conditions are met. Please see CIF Bylaw 207.A.(3). for the conditions that must be met for the student to retain residential athletic eligibility. The student and his/her family will need to complete all necessary forms to help the new school determine that no recruiting took place and that the student meets all other CIF academic and eligibility standards in order to participate at the new school. These forms must be completed and approved prior to the student participating in a game or contest.

### **Anytime Following the First Day of 10<sup>th</sup> Grade**

When a family makes the decision to transfer the student after the first day of his/her 10<sup>th</sup> grade year, there may be limitations on the student’s athletic eligibility, depending on the classification of the student.

### **Classifications of Transfer Students**

- 1. A valid change of residence student.**
- 2. A transfer without a valid change of residence.**
- 3. An involuntary transfer student** (*when a school/district forces the student to change schools*).

Regardless of the type of transfer, there will be paperwork, (forms and documentation) that the student and his/her parents/legal guardians will have to complete for the new school (School “B”) in order to request athletic eligibility. The new school (School “B”) will communicate with the transfer student’s previous school (School “A”) and work with the parents to complete the necessary forms to ensure not only residential eligibility but also academic eligibility.

On the following page is an abbreviated explanation that describes the athletic eligibility process for students who transfer under these circumstances. It is hoped that families will be better prepared to make “school choice” decisions with an understanding of the impact of those decisions on their student’s residential athletic eligibility.

## A SIMPLE PROCESS

**When a student transfers schools (changes from School “A” to School “B”) regardless of the reason for the change, the new school (School “B”) must take steps to ensure the athletic eligibility of the student. These steps will include:**

**The new school principal or administrative designee must determine if the student is academically eligible and has made a valid change of residence.**

- The new school site principal/designee shall review if the student made a valid change of residence by following the process of its respective CIF Section for a “Valid Change of Residence.” The process will include submission of paperwork to the CIF Section office prior to participation in games/contests.
  - The new school must also verify the student has met the academic requirements of the school and CIF.
  - The new school must verify there was no “Undue Influence.”
  - The new school must verify that there are no pending school discipline issues existing at the prior school that could jeopardize the student’s eligibility at the new school; that the move (by voluntary transfer or change of residence) did not occur either to avoid discipline or pending discipline, or that the move was involuntary due to discipline issues.
- The new school (School “B”) athletic director/administrator may contact the athletic director/administrator from the previous school to inform him/her of the valid change of address and check on any other issues that could affect the student’s eligibility.
- This process will not begin before the student is enrolled and attending the new school.

**If it is determined that the student did not make a valid change of residence, the new school (School “B”) must take a few additional steps prior to determining the eligibility of the student.**

- All CIF Sections WILL require that the appropriate forms be submitted to and APPROVED by the CIF Section office PRIOR to the student participating in contest/games when there is NOT a “Valid Change of Residence”.
  - The new school is responsible for determining if the student meets the academic requirements of the CIF, CIF Section and the school.
  - The new school is responsible for using Pre-Enrollment Contact Affidavit (CIF Form 510.) to determine that there was no “Undue Influence.”
  - The school must also verify that there are no pending discipline issues existing at the prior school that could jeopardize the student eligibility at the new school.
- Students may be granted “limited eligibility” by the CIF Section office once all forms and paperwork are submitted and approved under certain circumstances. Please refer to the definitions pages, 16-17, for an explanation of “Limited Eligibility”.
- It is recommended that the parents and the student-athlete discuss “Limited Eligibility” and the hardship waiver process with their new school administrator if they feel that there are extenuating circumstances as defined under CIF Bylaw 208: Hardships.
- The “Frequently Asked Questions” on page 14 are a guide to assist families in this decision- making process. If a family decides to pursue a hardship waiver, the process could take up to one calendar month to resolve. There is no guarantee that the Section Office will grant the waiver for the student, and the student may miss part or all of the sport season depending on when the application is submitted for consideration. Documentation of the hardship and additional paperwork will be required.

### **North County Conference Transfer Eligibility (TPHS, LCCHS, SDA, CCA)**

A student who participated at the varsity level in a sport at school “A” in the North County

Conference and enrolls (either by bona fide change of residence, transfer, or otherwise) in school "B" during that same season of sport shall have restricted athletic eligibility in that sport for the duration of the season.

### **Pre-Enrollment Declaration**

Any and all pre-enrollment contact of any kind with a student athlete must be disclosed by the student, parent(s), legal guardian(s), and or caregiver(s)

- Pre enrollment contacts must be disclosed to include dates and times contact was made
- Private lessons must be disclosed if they are with one of the athletic coaching staff members or athlete on the current or former team
- Coaches may not attend outside athletic events before the student athlete is officially enrolled in the school
- Persons associated with the school include but are not limited to current or former coaches, current or former athletes, parents of current or former student athletes, booster club members, alumni, spouses or relatives of coaches, teachers and other employees of the SDUHSD district.
- NO COMMUNICATION IS ALLOWED TO PROSPECTIVE STUDENT ATHLETES UNTIL THEY BECOME OFFICIALLY ENROLLED
- ALL TRANSFER STUDENTS NEED TO CONSULT WITH THE ATHLETIC DIRECTOR ONCE THEY BECOME OFFICALLY ENROLLED WITHIN THE SDUHSD DISTRICT SCHOOL

### **Scholastic Eligibility**

**Do not** change a course schedule or drop a course without first consulting with the school principal, counselor, or athletic director to determine whether it will affect your athletic eligibility. A student is scholastically eligible if:

The student is currently enrolled in at least 20 semester periods of work on campus (TP & LCC), OR at least 15 semester periods of work on campus on a 4 x 4 schedule (CCA & SDA).

The student passed at least 20 semester periods of work at the completion of the previous regular grading periods, AND

The student is maintaining minimum progress toward meeting the high school graduation requirements as prescribed by the governing board of the school district, AND

The student has maintained during the previous grading period (school wide distribution of grades) a minimum of a 2.0 grade point average on a 4.0 scale in all enrolled courses unweighted GPA).

Incomplete grades are considered failing grades for determining scholastic eligibility until such time as the incomplete grade is satisfied and a passing grade is submitted.

If you do not fully participate (2/3 or more, not including any homeroom) in your classes on a game or practice day, you cannot participate in any athletic team activities.

### **Academics**

Academics are the number one priority for high school student-athletes. During the season, students should plan to do projects, homework, and studying outside of practice. Key lessons learned through participating in high school athletics are planning, prioritizing, and understanding one's time limitations. If there is an unavoidable conflict involving athletics and academics, **academics always take priority**. Consequences for missing practices, tournaments, or games may still result. Many times travel to an athletic competition means missing class. Students need to recognize demands that athletics can place on academic attendance and make appropriate choices.

**Loss of Eligibility**

Any athlete who loses his/her eligibility because of grades forfeits all right to letters and awards that he/she may have otherwise been entitled to receive for that sport. A student becomes ineligible for CIF competition if he/she participates in any tryout for a professional team in any CIF approved sport.

**Age Limitations**

No student whose nineteenth (19) birthday is on or before the 14th of the previous year will participate or practice on any CIF team.

**Academic Probation (one time only)**

The SDUHSD allows a student a one-time academic waiver when a student falls below a 2.0 GPA. The student will have to complete an individualized academic improvement plan during the probation period. The academic probation period ends when the next grading period's grades are posted (school wide distribution of grades—progress report or report card). For a student to qualify for academic probation they must be passing a minimum of three classes (4X4) or four classes (block schedule). Students are allowed **one** academic probation period during their four years of eligibility.

If a student does not bring his/her grades up to a 2.0 grade point average at the end of the probationary period, they will be deemed academically ineligible and will be removed from the team roster.

Summer school grades may be computed to improve grades given in the final session of the regular school year. Each summer school class will be added as an extra class when computing a student's G.P.A.

**Semesters of Attendance**

A student who first enters the ninth grade of any school following the student's completion of the eighth grade in any school may be eligible for athletic competition for a maximum period of time that is not to exceed eight consecutive semesters following the initial enrollment in the ninth grade. Any school eligibility must be used during the student's first eight consecutive semesters of enrollment at that school or any other school. A student may only participate in four (4) seasons of any sport.

**Competing Under an Assumed Name or Providing False or Fraudulent Information**

Any student who provides false information in order to achieve athletic eligibility will be ineligible in all interscholastic athletic competition for a period of up to 24 calendar months from the date the infraction is verified.

**Competition on an Outside Team**

A student on a high school team becomes ineligible if the student practices or competes in a contest on an "outside" team in the same sport, during the student's high school season of sport. This includes club teams.

**Conflicts with Outside Club Teams**

Participation in our high school team athletics takes precedence over all other outside athletic activities. If conflict occurs, the high school event will come first. Athletes need to make sure their participation in outside club sports in no way negatively affects the team on which they are participating, or they may be asked to leave that team.

**Undue Influence—Recruitment of Athletes**

The use of undue influence by any person(s) to secure or retain a student or one or both parents/guardians of a student as residents may cause the student to be ineligible for high school



athletics and shall jeopardize the standing of the high school in CIF competition and standings.

### **Use of Alcohol, Tobacco, and Illegal Drugs**

By CIF and the SDUHSD signed Code of Conduct, students are prohibited from using any form of alcohol, tobacco, illegal drugs, steroids, and performance enhancing drugs while attending a school activity or event.

*\*The San Dieguito Union High School District offers students an opportunity to participate in extracurricular activities and athletics. Student participation on an athletic team and in extracurricular activities is a privilege that is extended to every eligible student. With every privilege comes responsibility.*

*It is the responsibility of every student to abide by the provisions of the District Discipline Guidelines as well as the Extracurricular Code of Conduct.*

*An athlete who participates in athletics agrees to abide by the combined rules developed by CIF-San Diego Section, San Dieguito Union High School District, and specific sport rules and regulations.*

*\*Students suspended from school for 2 consecutive days or longer and those who choose our READI drug and alcohol program will be ineligible from all extra-curricular activities including athletics. The term of the suspension shall be 30 calendar days. The 30-calendar-day suspension will go into effect on the first day of the school suspension. During this period, students are prohibited from participating in all extra-curricular activities, athletics, team practices, team competition, athletic competition, school performances, rehearsals, etc. Try-outs will be permitted during this 30-day suspension. Violation of the San Dieguito Union High School District Discipline Guidelines may also result in the revoking of any awards for which the student might otherwise be eligible.*

SDUHSD site administration may impose more restrictive guidelines with drug and/or alcohol use involving school team members. The rules and guidelines may include, but are not limited to, infractions committed during non school hours, infractions committed on non school days, or infractions that do not result in disciplinary action from the school.

All team rules, regulations and consequences separate from the SDUHSD Code of Conduct must be provided in the form of a written document to all athletes and parents. It is imperative that all coaches have each athlete and parent sign and return the team rules and consequences at the beginning of each season. (Any athlete that does not have this document on file will not be cleared to participate)?

### **Student Award Limitations**

A high school student may not receive an athletic award for CIF high school competition of a combined total or more than one hundred dollars (\$100) in value, from all sources. The total athletic award may be two hundred fifty dollars (\$250) for league, section, or state championships. When a student participates in other than CIF competition in a CIF approved sport, at any time other than the high school season of sport, the student is governed by the award rules of the amateur governing body for that sport.

### **Student Participation Conduct Penalty**

Student participation in athletic contests is an honor. Student-athletes are expected to conduct themselves in an exemplary manner at all times. During participation in all CIF competition, a student who is ejected or disqualified from participating in the remainder of a contest will be ineligible for at least the team's next contest pending a conference with either CIF commissioner. In addition, any student who physically assaults an official shall be banned from interscholastic athletics for the remainder of the student's interscholastic eligibility.

### **Penalties for Competition by Ineligible Athletes**

Athletes who compete for their school in CIF contests while ineligible due to violations of CIF or CIFSDS rules will cause the following mandatory penalty:

Team sports—Forfeiture of contest (s) plus any profit share of playoff profit to school.

Individual sports—Forfeiture of points and awards earned by the ineligible athletes (s).

### **Physical Examination**

A physical examination on a district form, certifying the student is fit to participate in athletics is required before a student is eligible to try out, practice, or participate in any CIF competition. A medical doctor must sign the form. Physicals after June 1 are good through the next school year. In addition, students must have insurance coverage.

### **Athletic Awards & Letters**

Letter awards are earned by participating on a varsity squad. In order for a player to letter, minimum standards and requirements must be met. Because of the differences in many sports, each coach will set his/her own award requirements. Athletes who quit their teams or are removed from the team by the coach at any time during the season will forfeit any awards they would have received.

A Varsity letter and sports specific epaulet will be awarded to each athlete the first year he/she letters. Each subsequent year that the athlete letters, he/she will receive a bar.

Individual schools may issue a variety of other awards to varsity athletes. Check with the Athletic Director.

CIF Championship emblems, patches, or medals will be provided to all athletes of a team which has won the CIF Team Championship of that sport providing that the athlete has also earned a letter award in that sport for the same year. Awards recognition will be presented at the appropriate sports banquet at the end of each season.

### **Season of Sport Definition**

In the CIFSDS, the season of sport for an individual is that period of time when the student is first rostered as an athlete on a team, regardless of playing time in an interscholastic contest. To compete in an interscholastic contest or scrimmage in the CIF-SDS, a student must be a rostered team member, and have five (5) practice sessions with the coach/team.

### **Conflicts**

An individual student who attempts to participate in too many extra curricular activities will, undoubtedly, be in a position of conflict of obligations. The Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities, and to that end, will attempt to schedule events in a manner so as to minimize conflicts. Students have a responsibility to do everything they can to avoid conflicts. This would include being cautious about committing to too many activities where conflicts are bound to happen. It also means notifying the staff members involved and communicate immediately when a conflict does arise. The student-athlete will be responsible for contacting those involved and developing a solution so that the student learns to prioritize should a conflict arise.

Once the decision has been made and the student has followed that decision, he/she should tell the coach. If it becomes obvious that a student cannot fulfill the obligation of a school activity, he/she should withdraw from that team. Examples of conflicts include family, vacation, in-class exams, and college visits.

### **Dropping or Transferring Sports**

On occasion, an in-season athlete may find it necessary to drop out of a sport. If this is the case,

the following procedure is suggested.

1. Talk with your coach.
2. Report the situation to the Athletic Director.
3. Return all equipment and uniforms issued to you.

Athletes who quit their teams or are removed from the team by the coach at any time during the season will forfeit any awards they would have received.

### **What is a Practice?**

In the CIF-SDS, practice is defined as organized, systematic exercise to become proficient in a sport. Activities include, but not limited to, skill drills, game situation drills, scrimmages and games, or any other directed or supervised instruction (including, but not limited to, study of game film, chalk talks, and strategy or planning sessions) by the school coach, a school representative, a school team representative, an outside team coach, or any individual associated with an outside team or club.

### **Missing Practices**

Athletic teams will usually practice weekdays, Monday through Friday (some teams will also hold Saturday practices). An athlete should always consult his/her coach before missing practice and leaving campus. Missing practice or a game without good reason will be dealt with according to each coach's individual rules (Illness or a family emergency would be a good reason for missing a practice or a game). Do not schedule college visits during your season of sport. In any circumstance, however, it is expected that the coach will be notified in advance. Communication with coaches should be a priority.

### **Minimum Participation by an Athlete**

In individual sports, an athlete must have participated for his/her school of enrollment in more than one-half (1/2) of the CIF-SDS permissible maximum individual points of the sport in order to participate in the CIFSDS championship tournament in the sports of cross country; boys and girls golf; boys and girls tennis; wrestling; track and field; and swimming and diving. League and conference may have additional requirements.

### **Removal from a Team**

An athlete that is removed from a team/sport in season due to disciplinary/academic reasons will not be allowed to participate or practice in another sport until the end of the regular season of the team from which he/she was dropped. In addition, all awards, letters, and certificates are forfeited.

High school programs strive to provide a variety of experiences to aid in the development of favorable habits and attitudes in student-athletes. We strive to prepare athletes for a successful life in our society. Here we have identified three areas that we would like all of our athletes to learn and appreciate:

- RESPONSIBILITY/COMMITMENT/COMMUNICATION
- LEARNING TO BE A CONTRIBUTING MEMBER OF A TEAM
- WORK ETHIC

Each athlete, coach, parent, and referee has a part to play for these program goals to be accomplished. By establishing an understanding of each other roles, we are better able to accept the actions of others and provide a greater benefit to our student-athletes.

### **PE Credit for Athletic Participation**

SDUHSD student athletes in Grades 10, 11 and 12 who successfully complete a full season of a school sponsored CIF interscholastic athletic program would be eligible to earn up to 10 credits

of high school P.E. This would not affect Independent Study P.E. (I.S.P.E.) students or Team Sports students who have their sport as a regular day P.E. class, e.g., Football P.E. If a student successfully completed one season of sport as a 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grader, they would receive 5 credits of P.E., and a second season would give them an additional 5 credits. Students would only be eligible for a total of 10 credits.

In order to be eligible for the 5 credits per season, the student must also meet the standards established in the Athletics /P.E. Credit Option Contract. The Contract must be signed by the student, parent, coach and Athletic Director, and would include criteria such as attendance, sportsmanship, etc. Furthermore, in order to be eligible for the Athletics / P.E. Credit Option, students must pass the 9<sup>th</sup> grade California High School Fitness Test.

## **Expectations / Responsibilities**

### **Student-Athlete Responsibilities**

- Understand that academics are #1 priority.
- Competition in high school athletics is a **privilege, not a right**. Accompanying that privilege is the responsibility of the student to conform to standards established by the school teams and instituted by the NFHS, CIF, CIF-SDS, SDUHSD, and school athletic conference.
- Be on time.
- Be at all practices and games.
- Represent your high school in a positive manner at all times.
- Come prepared to be a part of the team.
- Come prepared to do your best. This includes proper nutrition, sleep and care of injuries and illness.
- Be positive.
- If you don't understand something, ask.
- Be respectful of yourself, your teammates, your coaches, your parents, the officials, and the fans at all times.
- Maintain a G.P.A of 2.0 or above throughout your season of sport.
- Take care of all equipment, uniforms issued and return them at the end of the season..
- Respect rules and policies.
- Remember, your level of effort and attitude define you . . . Not your win/loss record.

### **Parent Responsibilities**

- Understand that academics are #1 priority.
- Attend seasonal sport night to learn about your student's team and meet the coaches.
- Help your student-athlete to understand that the team comes before the individual.
- All sporting events are to be alcohol and substance free.
- Schedule appointments, vacations, and college visits outside of school, tournaments, practice, or game time.
- Encourage your student-athlete to know and understand game rules as well as team rules.
- Help your student-athlete to come prepared to do his/her best by encouraging them to be physically and mentally prepared. This includes proper nutrition, sleep, and care of injuries.
- Encourage your student-athlete to communicate appropriately and respectfully with the coach.
- Pay admission fees when appropriate.
- Any events hosted by parents where students are present need to be alcohol and substance free.
- During home games, only student-athletes and their team are allowed on the field, in the

dug-out, or on the court. **Animals are not permitted on school grounds.**

### **Coaches' Responsibilities**

- Understand that academics are #1 priority.
- Be alert to your student's academic performances.
- Provide schedules for practices, tournaments, and games.
- Communicate changes in season schedule in a timely manner.
- Be on time.
- Come prepared for all practices and games.
- Encourage all student-athletes to do their best.
- Apply all school and team rules to all athletes equally.
- Be professional in all actions and words.
- Create a positive environment for our team.
- Communicate your expectations of your athlete and team.
- Communicate with individual athletes as to their role on the team.
- Clearly communicate all NFHS, CIF, SDUHSD, Conference, and team rules to athletes and parents.
- Return parent phone calls/emails in a timely manner.
- Explain vacation/absence policy.
- Allow students time away from practice to make-up tests due to athletic competition or to attend tutoring.

### **Expectations and Grievances**

Both parenting and coaching are extremely challenging in today's world. We must realize that at the core, coaches and parents have the same goal—to see that each young person has a positive experience and become well-rounded individuals. Together we can best help our athletes reach their potential.

### **Expectations of Spectators**

- Applaud at the end of the contest for all performances of all participants, as they shake hands with each other, regardless of the contest outcome.
- Show concern for injured players regardless of team affiliation.
- Encourage people around you to display only sportsmanlike conduct.
- Refrain from blaming the loss of contest on officials, coaches, or participants. Leave with a positive attitude.

### **Communication you can expect from your athlete's coach:**

- Philosophy of the coach.
- Expectation of individual athletes and team.
- Location, dates, and times of all practices and games.
- NFHS, CIF, Conference, SDUHSD, and school rules.
- Modes of transportation.

### **Communication that coaches can expect from parents:**

- Non-confrontational situations.
- Appropriate concerns can be expressed directly to the coaches outside of practice, games, or the playing field.
- Specific questions about philosophy or expectations of their child.
- Notification of any absences prior to practices or games.
- A phone call to set up an appointment to discuss a concern.

**Appropriate to discuss:**

- Treatment of your child (mentally or physically).
- Ways to help your child improve.
- Concerns about your child's behavior/academic problems.

**Inappropriate to discuss:**

- Playing time.
- Coaching.
- Team strategy.
- Play calling or substitutions.
- Another athlete.

**Steps for resolution:**

1. First contact the coach to set up a meeting.
2. Schedule appointment with the Athletic Director.
3. Schedule appointment with the Assistant Principal in charge of athletics.

**Please know that any anonymous communication will be disregarded.**

**Event Behavior**

1. Losing as well as winning is part of the game. All should be gracious in defeat and modest in victory. Good sportsmanship is expected by all persons at all times. Discipline from coaches and the school will result if unsportsmanlike behavior is shown by team members. Accept loss as something to grow by, setting individual goals, and moving forward.
2. Self-control and maturity are expected. Fits of temper or clowning when things fail to go as the student desires or when team members are substituted out by the coach is not acceptable.
3. Game officials ensure that participating teams will compete fairly and safely.  
**REMEMBER: Officials do not lose a game for a participant or a team.**
4. It is tradition and a rule that no one except the appointed team captain talk to the designated officials. The players' bench should be enthusiastic, but mannerly, at all times during a contest. No derogatory remarks should be made to or about the officials or to the opposing team.

**CIF Ethics in Sports Policy**

- Be courteous at all times (with school officials, opponents, game officials and fans).
- Exercise self-control.
- Be familiar with all rules of the contest.
- Show respect to players, officials, and other coaches.
- Refrain from the use of foul and abusive language.
- Respect the integrity and judgment of the game officials.
- Do not use illegal and nonprescription drugs, anabolic steroids or any substance to increase physical development of performance that is not approved by the United States Food and Drug Administration, Surgeon General of the United States or the American Medical Association (see page 21 for more details).
- Win with character, lose with dignity.

**CIF Ejection Policy**

Any coach, player, team attendant, or spectator **ejected by a contest official** from any contest for any reason, at any level, is suspended indefinitely from participation in contests (player may attend contest not in uniform). The individual can participate in practices. The individual will need to attend a CIF Sportsmanship meeting, meetings will be scheduled at a time to be

announced. There is an appeal of the Commissioner's decision for gross un-sportsmanship ejections, but not single game ejections. Telephonic **and electronic** meetings are not permitted. Additionally, any person ejected (coach, player, spectator) is required to attend a CIFSDS Ethics In Sports Sportsmanship meeting which will be held at a time to be announced. Failure to attend the sportsmanship meeting will result in immediate suspension of athletic eligibility or attendance at SDUHSD contests or practices until such time as the ejected person attends a **Sportsmanship Meeting**.

### **Early Release from Class**

It is the responsibility of athletes to communicate with their teachers before they depart because of an athletic contest. Teachers will receive a team roster with the names of all team members at the beginning of a season (this roster will be updated as needed). Athletes with an early release time should remind their teacher of this before class on the day of the event. Students are responsible for any and all work and tests missed due to an early release. Students will not be permitted to leave class prior to a release time. It is an athlete's choice and privilege to leave school early to participate in athletics and to maintain at least a 2.0 GPA. **It is a teacher's choice to release a student.**

### **Attendance Policy**

Student-athletes are required to attend two-thirds (block schedule) or three-fourths (4x4 schedule) of their school day in order to be eligible to practice or play in a scheduled match, game or contest.

### **Equipment and Uniforms**

- A. Uniforms are loaned to student-athletes by the school or Foundation and must be returned at the end of the athlete's season of sports.
- B. When players lose uniforms or equipments, they may not take part in any other sport until it is returned or paid in full.
- C. Athletes are financially responsible for all uniforms and equipment issued to them.
- D. Graduation privileges may be withheld for failure to return team uniforms, equipment, or pay for such items.

### **Hazing**

Hazing in any form, including initiation which is degrading, is strictly forbidden by California State Law. No student shall conspire to engage in hazing, participate in hazing or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or other person. Persons violating this policy shall be subject to District discipline, misdemeanor penalties and forfeiture or entitlements.

### **SDUHSD Steroid Policy**

BP 5131.63

#### **Students**

##### **Steroids**

The Governing Board recognizes that the use of steroids and other performance-enhancing supplements presents a serious health and safety hazard. As part of the district's drug prevention and intervention efforts, the Superintendent or designee and staff shall make every reasonable effort to prevent students from using steroids or other performance-enhancing supplements.

Students in grades 7-12 shall receive a lesson on the effects of steroids as part of their health, physical education, or drug education program.

Students participating in interscholastic athletics are prohibited from using steroids and dietary

supplements banned by the U.S. Anti-Doping Agency as well as the substance synephrine. (Education Code 49030)

Before participating in interscholastic athletics, a student athlete and his/her parent/guardian shall sign a statement that the student athlete pledges not to use androgenic/anabolic steroids and dietary supplements banned by the U.S. Anti-Doping Agency and the substance synephrine, unless the student has a written prescription from a licensed health care practitioner to treat a medical condition.

A student who is found to have violated the agreement or this policy shall be restricted from participating in athletics and shall be subject to disciplinary procedures including, but not limited to, suspension or expulsion in accordance with law, Board policy, and administrative regulation.

Coaches shall educate students about the district's prohibition and the dangers of using steroids and other performance-enhancing supplements.

The Superintendent or designee shall ensure that district schools do not accept sponsorships or donations from supplement manufacturers that offer muscle-building supplements to students.

### **National Collegiate Athletic Association**

All student-athletes expecting to play NCAA Division I & II athletics must meet freshmen eligibility standards established by the NCAA Initial-Eligibility Clearinghouse.

Playing in college can be a very rewarding experience. It can also be a very challenging one where the students involved must be extremely responsible and pro-active in gathering the information they need to try out and participate. In order to play athletics in college, especially a Division I or II school, you need to fill out a core class worksheet and register with the NCAA Clearinghouse online @ [www.NCAA.clearinghouse.net](http://www.NCAA.clearinghouse.net). See your academic counselor for the forms and any other additional information you might need.

### **NCAA Athletic Scholarship Information**

Seminars are held throughout the county for student-athletes and their parents to explain the procedure for obtaining an athletic scholarship. The NCAA Guide for the College-Bound Student-Athlete is available online @ [www.NCAA.org](http://www.NCAA.org). If you have questions, see a counselor or athletic director.

NCAA Initial-Eligibility Clearinghouse  
P.O. Box 4044  
Iowa City, IA 52243-4044  
(319) 337-1492 (customer service)  
(319) 339-3003 (24 hour voice response)  
Questions or comments? Email [academics@ncaa.org](mailto:academics@ncaa.org)  
[www.ncaa.clearinghouse.net](http://www.ncaa.clearinghouse.net)



# San Dieguito Union High School District Code of Conduct

## 5131.1/AR-1

The San Dieguito Union High School District offers students an opportunity to participate in extracurricular activities and athletics. Student participation on an athletic team and in extracurricular activities is a privilege that is extended to every eligible student. With every privilege comes responsibility.

It is the responsibility of every student to abide by the provisions of the District Discipline Guidelines as well as the Extracurricular Code of Conduct.

An athlete who participates in athletics agrees to abide by the combined rules developed by CIF-San Diego Section, San Dieguito Union High School District, and specific sport rules and regulations.

### DISTRICT DISCIPLINE GUIDELINES

Students involved in any of the following problem areas will face disciplinary action ranging from an individual conference to expulsion from school:

#### Problem Areas

Tardiness	Misuse of Auto on Campus	Sexual Harassment/Assault
Unexcused Absence	Alcohol/Drugs/Paraphernalia	Forgery
Hate/Violence	& Look-A-Likes	Threats/Intimidation
Physical Assault	Defiance of Authority	Gambling
Arson	Disruptive Behavior	Cheating
Smoking/Tobacco	Weapons/Facsimiles	Possession of laser pointer
Explosive Devices	Theft/Breaking & Entering	Robbery/Extortion
Hazing	Obscenity/Profanity/Vulgarity	Bus Referral/Misbehavior
Fighting	Knowingly received stolen property	Destruction of Property

Students suspended from school for 2 consecutive days or longer and those who choose our READI drug and alcohol program will be ineligible from all extra-curricular activities including athletics. The term of the suspension shall be 30 calendar days. The 30-calendar-day suspension will go into effect on the first day of the school suspension. During this period, students are prohibited from participating in all extra-curricular activities, athletics, team practices, team competition, athletic competition, school performances, rehearsals, etc. Try-outs will be permitted during this 30-day suspension.

Violation of the San Dieguito Union High School District Discipline Guidelines may also result in the revoking of any awards for which the student might otherwise be eligible.

# Parent / Player Handbook Guidelines Agreement

I have received and read a copy of the *San Dieguito Union High School District Parent / Player Handbook*, and I agree to abide by the guidelines describe therein.

Sport: \_\_\_\_\_

Parent Name: \_\_\_\_\_

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

Player Name: \_\_\_\_\_

Player Signature: \_\_\_\_\_

**Must be turned in to your Coach**

# HEADS+UP

## CONCUSSION IN HIGH SCHOOL SPORTS

A FACT SHEET FOR **ATHLETES**

### What is a concussion?

A concussion is a brain injury that:

- Is caused by a bump, blow, or jolt to the head or body.
- Can change the way your brain normally works.
- Can occur during practices or games in any sport or recreational activity.
- Can happen even if you haven't been knocked out.
- Can be serious even if you've just been "dinged" or "had your bell rung."

All concussions are serious. A concussion can affect your ability to do schoolwork and other activities (such as playing video games, working on a computer, studying, driving, or exercising). Most people with a concussion get better, but it is important to give your brain time to heal.

### What are the symptoms of a concussion?

You can't see a concussion, but you might notice **one or more** of the symptoms listed below or that you "don't feel right" soon after, a few days after, or even weeks after the injury.

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion

### What should I do if I think I have a concussion?

- **Tell your coaches and your parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach right away if you think you have a concussion or if one of your teammates might have a concussion.
- **Get a medical check-up.** A doctor or other health care professional can tell if you have a concussion and when it is OK to return to play.
- **Give yourself time to get better.** If you have a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have another concussion. Repeat concussions can increase the time it takes for you to recover and may cause more damage to your brain. It is important to rest and not return to play until you get the OK from your health care professional that you are symptom-free.

### How can I prevent a concussion?

Every sport is different, but there are steps you can take to protect yourself.

- Use the proper sports equipment, including personal protective equipment. In order for equipment to protect you, it must be:
  - The right equipment for the game, position, or activity
  - Worn correctly and the correct size and fit
  - Used every time you play or practice
- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.

**If you think you have a concussion:**  
Don't hide it. Report it. Take time to recover.

**It's better to miss one game than the whole season.**

For more information and to order additional materials **free-of-charge**, visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion).

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CENTERS FOR DISEASE CONTROL AND PREVENTION



# HEADS+UP

## CONCUSSION IN HIGH SCHOOL SPORTS

A FACT SHEET FOR **PARENTS**

### What is a concussion?

A concussion is a brain injury. Concussions are caused by a bump, blow, or jolt to the head or body. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

### What are the signs and symptoms?

You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days after the injury. If your teen reports **one or more** symptoms of concussion listed below, or if you notice the symptoms yourself, keep your teen out of play and seek medical attention right away.

Signs Observed by Parents or Guardians	Symptoms Reported by Athlete
<ul style="list-style-type: none"> <li>• Appears dazed or stunned</li> <li>• Is confused about assignment or position</li> <li>• Forgets an instruction</li> <li>• Is unsure of game, score, or opponent</li> <li>• Moves clumsily</li> <li>• Answers questions slowly</li> <li>• Loses consciousness (<i>even briefly</i>)</li> <li>• Shows mood, behavior, or personality changes</li> <li>• Can't recall events <i>prior</i> to hit or fall</li> <li>• Can't recall events <i>after</i> hit or fall</li> </ul>	<ul style="list-style-type: none"> <li>• Headache or “pressure” in head</li> <li>• Nausea or vomiting</li> <li>• Balance problems or dizziness</li> <li>• Double or blurry vision</li> <li>• Sensitivity to light or noise</li> <li>• Feeling sluggish, hazy, foggy, or groggy</li> <li>• Concentration or memory problems</li> <li>• Confusion</li> <li>• Just not “feeling right” or is “feeling down”</li> </ul>

### How can you help your teen prevent a concussion?

Every sport is different, but there are steps your teens can take to protect themselves from concussion and other injuries.

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.

- Ensure that they follow their coaches' rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.

### What should you do if you think your teen has a concussion?

- 1. Keep your teen out of play.** If your teen has a concussion, her/his brain needs time to heal. Don't let your teen return to play the day of the injury and until a health care professional, experienced in evaluating for concussion, says your teen is symptom-free and it's OK to return to play. A repeat concussion that occurs before the brain recovers from the first—usually within a short period of time (hours, days, or weeks)—can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in edema (brain swelling), permanent brain damage, and even death.
- 2. Seek medical attention right away.** A health care professional experienced in evaluating for concussion will be able to decide how serious the concussion is and when it is safe for your teen to return to sports.
- 3. Teach your teen that it's not smart to play with a concussion.** Rest is key after a concussion. Sometimes athletes wrongly believe that it shows strength and courage to play injured. Discourage others from pressuring injured athletes to play. Don't let your teen convince you that s/he's “just fine.”
- 4. Tell all of your teen's coaches and the student's school nurse about ANY concussion.** Coaches, school nurses, and other school staff should know if your teen has ever had a concussion. Your teen may need to limit activities while s/he is recovering from a concussion. Things such as studying, driving, working on a computer, playing video games, or exercising may cause concussion symptoms to reappear or get worse. Talk to your health care professional, as well as your teen's coaches, school nurse, and teachers. If needed, they can help adjust your teen's school activities during her/his recovery.

#### If you think your teen has a concussion:

Don't assess it yourself. Take him/her out of play. Seek the advice of a health care professional.

**It's better to miss one game than the whole season.**

For more information and to order additional materials *free-of-charge*, visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion).

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CENTERS FOR DISEASE CONTROL AND PREVENTION



## San Dieguito Union High School District Head Injury/Concussion Return to Activity Protocol

**In the event of a head injury, follow the steps listed below:**

1. Perform sideline assessment performed & concussion symptoms checklist (CDC Clipboard Sticker or equivalent) used by Athletic Trainer (AT), Coach, or physician to determine severity of injury.
2. If concussion suspected or diagnosed, athlete will be removed from play/activity immediately\*.
3. AT/Coach/School recommends athlete be seen by doctor/concussion specialist.
4. AT/Coach/School to provide to athlete/parent head injury packet which includes Return to Activity Letter & Acute Concussion Evaluation Care Plan (ACE Care Plan).
5. Athlete to follow & complete physician's treatment plan.

\* Athlete will not be allowed to return to play/activity until the athlete has been evaluated by a currently licensed medical doctor trained in the evaluation and management of concussions and receives written clearance which includes the Return to Activity Letter & ACE form to return to play/activity from that licensed practitioner.

***San Dieguito Union High School District insists that all decisions be made in the best interest of the athlete and that when any doubt exists as to the health of the athlete, they sit out.***

**Under which circumstances may the athlete return to play/activity?**

**Who is authorized to clear/approve return to play/activity?**

1. Athlete returns Return to Activity Letter & ACE form completed & signed by a currently licensed medical doctor trained in the evaluation and management of concussions, **and**
2. Athlete is free of signs & symptoms, as determined collectively by athlete's physician, the AT, and the Coach, **and**
3. Athlete has been asymptomatic for 24 hours prior to beginning gradual return to play plan.

For further information regarding head injury/concussion management, please refer to the Centers for Disease Control's website: [http://www.cdc.gov/concussion/headsup/high\\_school.html](http://www.cdc.gov/concussion/headsup/high_school.html)



Board of Trustees  
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Union High School District

Superintendent  
Ken Noah

710 Encinitas Boulevard, Encinitas, CA 92024  
Telephone (760) 753-6491  
www.sduhsd.net

Risk Management Department  
Fax (760) 943-1542

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

RE: **Recommendation for Return to Activity Following a Possible Concussion**

Dear MD or DO Trained in Concussion Evaluation & Management,

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT requires that all Athletes removed from practice or play for signs and/or symptoms of possible concussion undergo an evaluation by a licensed physician for concussion diagnosis and treatment recommendations. If a concussion is diagnosed, the Athlete will require the attached Acute Concussion Evaluation Care Plan (ACE Care Plan) completed by you indicating he/she is fully recovered before the resumption of activity will be permitted. (The form may also be found at: [http://www.cdc.gov/concussion/headsup/pdf/ACE\\_care\\_plan\\_school\\_version\\_a.pdf](http://www.cdc.gov/concussion/headsup/pdf/ACE_care_plan_school_version_a.pdf))

Once the Athlete has obtained a recommendation to return to activity from you, SAN DIEGUITO UNION HIGH SCHOOL DISTRICT requires a gradual return-to-activity protocol supervised by our coaching and athletic training staff before full contact activity is allowed.

In an effort to assist you, we have prepared this document with options for treatment and recommendation for return to activity as noted below.

Athlete's Name: \_\_\_\_\_

Please check one:

- In my medical opinion, this Athlete **did not** sustain a concussion and may return to full activity.
- In my medical opinion, this Athlete **was diagnosed** with a concussion and is **not** fully recovered.
  - This Athlete requires academic accommodations and should be referred to Guidance Counseling
  - Refer to the enclosed ACE Care Plan
- In my medical opinion, this Athlete **was diagnosed** with a concussion and has **fully recovered**. He/She is ready to begin gradual return to play activity as noted on the enclosed ACE Care Plan.

Signed: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_ MD DO Phone : \_\_\_\_\_

# ACUTE CONCUSSION EVALUATION (ACE)

## CARE PLAN

Gerard Gioia, PhD<sup>1</sup> & Micky Collins, PhD<sup>2</sup>

<sup>1</sup>Children's National Medical Center  
<sup>2</sup>University of Pittsburgh Medical Center

Patient Name: \_\_\_\_\_

DOB: \_\_\_\_\_ Age: \_\_\_\_\_

Date: \_\_\_\_\_ ID/MR# \_\_\_\_\_

Date of Injury: \_\_\_\_\_

You have been diagnosed with a concussion (also known as a mild traumatic brain injury). This personal plan is based on your symptoms and is designed to help speed your recovery. Your careful attention to it can also prevent further injury.

**Rest is the key.** You should not participate in any high risk activities (e.g., sports, physical education (PE), riding a bike, etc.) if you still have any of the symptoms below. It is important to limit activities that require a lot of thinking or concentration (homework, job-related activities), as this can also make your symptoms worse. If you no longer have any symptoms and believe that your concentration and thinking are back to normal, you can slowly and carefully return to your daily activities. Children and teenagers will need help from their parents, teachers, coaches, or athletic trainers to help monitor their recovery and return to activities.

Today the following symptoms are present (circle or check).

\_\_\_\_\_ No reported symptoms

Physical		Thinking	Emotional	Sleep
Headaches	Sensitivity to light	Feeling mentally foggy	Irritability	Drowsiness
Nausea	Sensitivity to noise	Problems concentrating	Sadness	Sleeping more than usual
Fatigue	Numbness/Tingling	Problems remembering	Feeling more emotional	Sleeping less than usual
Visual problems	Vomiting	Feeling more slowed down	Nervousness	Trouble falling asleep
Balance Problems	Dizziness			

**RED FLAGS: Call your doctor or go to your emergency department if you suddenly experience any of the following**

Headaches that <u>worsen</u>	Look <u>very</u> drowsy, can't be awakened	Can't <u>recognize</u> people or places	Unusual behavior change
Seizures	<u>Repeated</u> vomiting	Increasing confusion	Increasing irritability
Neck pain	Slurred speech	Weakness or numbness in arms or legs	Loss of consciousness

### Returning to Daily Activities

1. Get lots of rest. Be sure to get enough sleep at night- no late nights. Keep the same bedtime weekdays and weekends.
2. Take daytime naps or rest breaks when you feel tired or fatigued.
3. **Limit physical activity as well as activities that require a lot of thinking or concentration. These activities can make symptoms worse.**
  - Physical activity includes PE, sports practices, weight-training, running, exercising, heavy lifting, etc.
  - Thinking and concentration activities (e.g., homework, classwork load, job-related activity).
4. Drink lots of fluids and eat carbohydrates or protein to maintain appropriate blood sugar levels.
5. **As symptoms decrease, you may begin to gradually return to your daily activities. If symptoms worsen or return, lessen your activities, then try again to increase your activities gradually.**
6. During recovery, it is normal to feel frustrated and sad when you do not feel right and you can't be as active as usual.
7. Repeated evaluation of your symptoms is recommended to help guide recovery.

### Returning to School

1. If you (or your child) are still having symptoms of concussion you may need extra help to perform school-related activities. As your (or your child's) symptoms decrease during recovery, the extra help or supports can be removed gradually.
2. Inform the teacher(s), school nurse, school psychologist or counselor, and administrator(s) about your (or your child's) injury and symptoms. School personnel should be instructed to watch for:
  - Increased problems paying attention or concentrating
  - Increased problems remembering or learning new information
  - Longer time needed to complete tasks or assignments
  - Greater irritability, less able to cope with stress
  - Symptoms worsen (e.g., headache, tiredness) when doing schoolwork

~Continued on back page~

### Returning to School (Continued)

**Until you (or your child) have fully recovered, the following supports are recommended:** *(check all that apply)*

- No return to school. Return on (date) \_\_\_\_\_
- Return to school with following supports. Review on (date) \_\_\_\_\_
- Shortened day. Recommend \_\_\_ hours per day until (date) \_\_\_\_\_
- Shortened classes (i.e., rest breaks during classes). Maximum class length: \_\_\_\_\_ minutes.
- Allow extra time to complete coursework/assignments and tests.
- Lessen homework load by \_\_\_\_\_%. Maximum length of nightly homework: \_\_\_\_\_ minutes.
- No significant classroom or standardized testing at this time.
- Check for the return of symptoms (use symptom table on front page of this form) when doing activities that require a lot of attention or concentration.
- Take rest breaks during the day as needed.
- Request meeting of 504 or School Management Team to discuss this plan and needed supports.

### Returning to Sports

1. **You should NEVER return to play if you still have ANY symptoms** – (Be sure that you do not have any symptoms at rest and while doing any physical activity and/or activities that require a lot of thinking or concentration.)
2. Be sure that the PE teacher, coach, and/or athletic trainer are aware of your injury and symptoms.
3. It is normal to feel frustrated, sad and even angry because you cannot return to sports right away. With any injury, a full recovery will reduce the chances of getting hurt again. It is better to miss one or two games than the whole season.

**The following are recommended at the present time:**

- Do not return to PE class at this time
- Return to PE class
- Do not return to sports practices/games at this time
- Gradual** return to sports practices under the supervision of an appropriate health care provider (e.g., athletic trainer, coach, or physical education teacher).
  - Return to play should occur in **gradual steps** beginning with aerobic exercise only to increase your heart rate (e.g., stationary cycle); moving to increasing your heart rate with movement (e.g., running); then adding controlled contact if appropriate; and finally return to sports competition.
  - Pay careful attention to your symptoms and your thinking and concentration skills at each stage of activity. Move to the next level of activity only if you do not experience any symptoms at the each level. If your symptoms return, let your health care provider know, return to the first level, and restart the program gradually.

### Gradual Return to Play Plan

1. No physical activity
2. Low levels of physical activity (i.e., *symptoms do not come back during or after the activity*). This includes walking, light jogging, light stationary biking, light weightlifting (lower weight, higher reps, no bench, no squat).
3. Moderate levels of physical activity with body/head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, moderate-intensity weightlifting (reduced time and/or reduced weight from your typical routine).
4. Heavy non-contact physical activity. This includes sprinting/running, high-intensity stationary biking, regular weightlifting routine, non-contact sport-specific drills (in 3 planes of movement).
5. Full contact in controlled practice.
6. Full contact in game play.

\*Neuropsychological testing can provide valuable information to assist physicians with treatment planning, such as return to play decisions.

**This referral plan is based on today's evaluation:**

- Return to this office. Date/Time \_\_\_\_\_
- Refer to: Neurosurgery \_\_\_ Neurology \_\_\_ Sports Medicine \_\_\_ Psychiatrist \_\_\_ Other \_\_\_
- Refer for neuropsychological testing
- Other \_\_\_\_\_

**ACE Care Plan Completed by:** \_\_\_\_\_



**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**ATHLETIC TRANSPORTATION GUIDELINES**

In order to promote safety and team camaraderie, all student athletes are strongly encouraged to ride district provided transportation to and from all athletic competitions.

In the event the student athlete is unable to ride district provided transportation, the student athlete may ride with his/her parent/guardian, as long as the parent gives written permission to the coach in advance. Student athletes will not be permitted to ride to and from an athletic competition with any adult or student other than their own parent/guardian.

Student athletes who violate this policy may be suspended or removed from the team.

Providing school-sponsored transportation is very costly. These expenses are paid for out of the school's operating budget. In order to continue to provide this valuable service, we ask you to make a \$100 contribution (maximum \$200 per year for multi season athletes), payable to San Dieguito Union High School District, to ensure that your student will be provided safe and reliable transportation.

**The S.D.U.H.S.D. is a tax-exempt organization and your donation qualifies as a tax deduction should you care to take it. Your canceled check will serve as your receipt.**

School Name: \_\_\_\_\_

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

Student Name: \_\_\_\_\_

Grade: \_\_\_\_\_

Sport(s): \_\_\_\_\_

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

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