



# SCPS/VHSL STUDENT ATHLETICS & ACTIVITIES

## PARTICIPATION HANDBOOK

2021-2022



The Shenandoah County Public system hereby announces that it does not discriminate on the basis of race, color, age, sex, religion, national origin, or handicapping condition. Requirements against discrimination extend to employment in this school system, as well as admission thereto.

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Shenandoah County Public Schools is an Equal Opportunity Employer

## VHSL INDIVIDUAL ELIGIBILITY RULES

### To be eligible to represent your school in any VHSL interscholastic contest, you

- ♦ Must be a regular bona fide student in good standing of the school you represent.
- ♦ Must be enrolled in the last four years of high school (8th graders are eligible for JV).
- ♦ Must have enrolled not later than the fifteenth day of the current semester.
- ♦ For the first semester must be currently enrolled in not fewer than five subjects, or their equivalent, offered for credit and which may be used for graduation and have passed five subjects, or their equivalent, offered for credit and which may be used for graduation the immediately preceding year or the immediately preceding semester for school that certify credits on a semester basis. (Check with your principal for equivalent requirements). **May not repeat courses for eligibility purposes for which credit has been previously awarded.**  
(Note: For schools using block scheduling, three semester block courses satisfy the five subject requirements.)
- ♦ For the second semester must be enrolled in not fewer than five subjects, or their equivalent, offered for credit which may be used for graduation the immediately preceding year.
- ♦ Must sit out all VHSL competition for 365 consecutive calendar days following a school transfer unless the transfer corresponded with a family move. (Check with principal for exceptions).
- ♦ Must not have reached your nineteenth birthday on or before the first day of August of the current school year.
- ♦ Must not, after entering the ninth grade for the first time, have enrolled in or been eligible for enrollment in high school more than eight consecutive semesters. For this student, the eight consecutive semesters shall be counted continuously beginning with his/her first semester in the ninth grade or the first semester in which he/she becomes "un-graded", whichever comes first.
- ♦ Must have submitted to your principal before any kind of participation, including tryouts or practice as a member of any school athletic or cheerleading team, an athletic participation/parent consent/ physical examination form, completely filled in and properly signed attesting that you have been examined during this school year and found to be physically fit for athletic competition and that your parents consent to your participation.
- ♦ Must not be in violation of the VHSL amateur, awards, all-star or college team rules.  
(Check with principal for clarification regarding cheerleading)

Eligibility to participate in interscholastic athletics/activities is a privilege you earn by meeting not only the above-listed minimum standards, but also all other standards set by your League, district and school.

If you have questions regarding your eligibility or are in doubt about the effect an activity might have on your eligibility, check with your principal for interpretations and exceptions provided under League rules. Meeting the intent and spirit of League standards will prevent you, your team, school and community from being penalized. When allowing their son/daughter to join a VHSL team, parents also give their consent and approval for his/her picture and name to be printed in any high school or VHSL athletic program, publication or video. Local school divisions and VHSL districts may require additional standards to those listed above.

## **BONA FIDE STUDENT RULE**

**The student shall be a regular bona fide student in good standing in the school that he/she represents:**

1. A “regular” student is considered a full time student who is in regular attendance and is carrying a schedule of subjects that, if successfully completed, will render him/her scholastically eligible for league participation the ensuing semester.
2. Any student who is under penalty of suspension, or whose character is such as to reflect discredit upon his/her school, is not considered in good standing.

## **SPORTSMANSHIP**

Good sportsmanship is an area of special emphasis at SCPS. The VHSL Handbook states that the athlete as well as participants in other VHSL activities should:

1. Be courteous to visiting teams and officials.
2. Play hard and to the limit of his/her ability, regardless of discouragement. A true athlete does not give up nor does he/she quarrel, cheat, bet or grandstand.
3. Retain his/her composure at all times and never leave the bench or enter the playing field/court to engage in a fight.
4. Be modest when successful and gracious in defeat. A true sportsman does not offer excuses for failures.
5. Maintain a high degree of physical fitness by observing team and training rules conscientiously.
6. Demonstrate loyalty to the school by maintaining a satisfactory scholastic standing and by participating in or supporting other school activities.
7. Play for the love of the game.
8. Understand and observe the rules of the game and the standards of eligibility.
9. Set a high standard of personal cleanliness.
10. Respect the integrity and judgment of officials and accept their decisions without question.
11. Respect the facilities of host schools and the trust entailed in being a guest.
12. Serve as a role model as a representative of Shenandoah County Public Schools.
13. Treat fellow teammates with dignity and respect.

**If a player is ejected for un-sportsmanlike conduct, that player becomes ineligible to participate in the next contest. (This does not apply to basketball players who must leave the game after five personal fouls.) Major infractions of sportsmanship rules including ejections, will be reported to the VHSL and violations are subject to disciplinary action by the league and sanctions against member schools. Individual coaches/schools may also have additional penalties for students who are ejected from a contest. The completion of a school approved educational component is also required prior to further participation.**

## **PHYSICALS AND HEALTH INSURANCE**

All athletes must have an annual physical prior to trying out or participating in VHSL activities. Physicals completed after May 1 are acceptable for the following school year's eligibility. Athletes must have medical insurance through their family.

**Note: Check with your insurance company to be sure Varsity Football is covered.**

## **AAU/INDEPENDENT TEAM PARTICIPATION**

Any student participating on an SCPS/VHSL athletic/academic team may not be excused or permitted to miss a scheduled team practice or event to meet, practice or compete with a non-school/independent team. Each absence or early dismissal for participation in a non-school/independent team function may result in suspension from the next scheduled school/VHSL sanctioned competition. Consistent infractions may result in elimination from the high school team and/or loss of eligibility for district competitions in accordance with team rules and attendance policies.

**A student athlete who chooses to do AAU, travel team, rec. league sport:**

- ♦ Must inform his/her in-season coach of his/her decision to participate in an out-of-school sport.
- ♦ Must complete ALL duties pertaining to his/her current in-season sport.
- ♦ Cannot miss practice/game(s)/meeting/etc. due to out-of-school sport participation. Likewise, he/she should not arrive late or leave early from in-season practice either.
- ♦ Should view his/her participation in a school sport as more important than the out-of-school sport.

## **ATTENDANCE REQUIREMENTS**

In order to participate in practice and/or events, a team member must attend school for the full day. Exceptions to full day school attendance include Doctor/Dentist appointments and death in family events. Exceptions require official written note upon return and prior to participation.

If, in the judgment of the administration, an athlete begins to miss an unacceptable amount of academic instruction, a meeting will be held involving the athlete, the head coach and an administrator. This meeting will conclude with the athlete signing a "notice of pending suspension". If academic time continues to be neglected, the administration will implement a period of suspension for the athlete. Further absences during or after the suspension period will result in the athlete being removed from the team and possibly subsequent seasons.

Students who are assigned out-of-school suspension (OSS) or in-school suspension (ISS) may **NOT** participate in athletic or other school related activities on the day they serve the suspension. **It is the student's responsibility to inform their coach of any disciplinary action imposed upon them prior to participating in any practice, contest or team organized event.**

Athletes are expected to be at all team practice sessions. Any athlete missing a scheduled practice needs to contact the coach to explain absence. A coach, athletic director, or administrator may discipline an athlete for unexcused absences from practices or games. Excused absences must be pre-approved by coaches. Any athlete that is absent from school due to an illness should still contact the coach.

## **CONDUCT BY TEAM MEMBERS**

**PARTICIPATION IN ATHLETICS AND STUDENT EXTRACURRICULAR ACTIVITIES IS A PRIVILEGE, NOT A RIGHT. THIS PRIVILEGE MAY BE REVOKED BY THE COACH, ATHLETIC DIRECTOR OR PRINCIPAL FOR UNSATISFACTORY CONDUCT OR BEHAVIOR. STUDENT ATHLETES ARE EXPECTED TO BE ROLE MODELS AND CONDUCT THEMSELVES IN A MANNER THAT POSITIVELY REPRESENTS SHENANDOAH COUNTY PUBLIC SCHOOLS.**

Individual coaches may also establish rules for their sport and season that are specific to the sport. The team rules may vary from sport to sport depending on the intent or safety requirements of the sport. Coaches will distribute specific team rules early in the season to be clear about expectations. Athletes are required to abide by all school rules as set forth in the student handbook as well as additional rules set forth by the coach. Student athletes are expected to abide by all Shenandoah County Public Schools' policies.

## **ON/OFF SITE DRUG AND ALCOHOL VIOLATION CONSEQUENCES FOR STUDENTS PARTICIPATING IN EXTRACURRICULAR ACTIVITIES**

Tobacco, including vaping or the use of electronic cigarettes, drug, and alcohol violations on school grounds or while participating or attending a school-sponsored activity are subject to consequences outlined in School Board policies JFC/JFCF and related policies.

The following are disciplinary actions for all students participating in any extracurricular activities, which violate tobacco, including vaping or the use of electronic cigarettes, drug and/or alcohol use rules while off school property, and not involved in a school-sponsored activity. These disciplinary actions may also be used in conjunction with school board policy for on school property offenses.

### **1st Offense:**

Student will be suspended from participation for 20% (not rounded up) of the season's competitions. If necessary, suspension from participation shall extend to a different season based on the timing of the violation. Practice participation is required during the suspension from competition. Event attendance, in daily school appropriate dress, is required. The completion of a school approved educational component is also required prior to further participation.

### **2nd Offense:**

Student will be removed from participation for the remainder of the current semester and the following semester. Practice and/or event attendance is not permitted. The completion of a school approved educational component is also required prior to further participation.

### **3rd Offense:**

Student will be permanently removed from participating in any extracurricular activities for the remainder of their career in SCPS.

**Violations for tobacco, drug/alcohol offenses are cumulative; they do not start over each school year and begin with a student athlete's participation beginning in middle school. These consequences apply to all participants of extracurricular teams, groups, clubs or activities. A school, team, group or club cannot establish rules or consequences that are contrary to those listed above.**

## **HAZING/BULLYING/HARASSING**

Hazing/Bullying/Harassing by SCPS/VHSL student athletic and activities participants is strictly prohibited! Hazing/Bullying/Harassing occurs when an act is committed against a student or a student is coerced into committing an act that creates a substantial risk of harm to the student (physical or mental) or to any third party in order for the student to be initiated into or affiliated with any school group, club, athletics team, grade level, activity, or organization. Hazing/Bullying/Harassing includes but is not limited to:

- ◆ Any activity involving risk of physical harm, including paddling, beating, whipping, branding, electric shock, sleep deprivation, exposure to weather, placement of harmful substances on the body and participation in physically dangerous activities.
- ◆ Any activity involving consumption of alcohol, drugs, tobacco products, or any other food, liquid, or other substance that subjects the student to an unreasonable risk of physical harm.
- ◆ Any activity involving touching or actions of a sexual nature or the simulation of actions of a sexual nature.
- ◆ Any activity that subjects a student to embarrassment, shame, or humiliation or which creates a hostile, abusive, or intimidating environment for the student to include social media.
- ◆ Any activity involving any violation of federal, state, or local law, or any violation of School District policies or regulations.
- ◆ Each year, student athletes will be required to participate in a training and education program prescribed by the Shenandoah County Public Schools. Failure to complete this training will result in a student athlete being removed from participation.

## **SOCIAL MEDIA NETWORKS**

Athletes need to understand that pictures, messages, or anything that is posted on a social media network that is deemed in violation of a school or athletic policy can result in dismissal or suspension from athletic teams. Anything brought to the attention of the SCPS administration or coaching staff can be investigated.

SCPS recognizes and supports its student athletic/activities participants' and coaches' rights to freedom of speech, expression, and association, including the use of social networks. In this context, however, each student athlete and must remember that playing and competing is a privilege, not a right. As a student athlete/activities participant or, you represent the high school and are expected to portray yourself, your team, and the high school in a positive manner at all times. Any online postings must therefore be consistent with federal and State laws, and team, department, school, SCPS and VHSL rules and policies (including the Guidelines listed below).

**If you participate on a social networking site, you must keep the following guidance in mind:**

- ◆ Everything you post is public information – any text or photo placed online is completely out of your control the moment it is placed online – even if you limit access to your site. Information (including pictures, videos, comments, and posters) may be accessible even after it is removed.
- ◆ Limit information about your whereabouts or plans to minimize the potential of being stalked, assaulted, or the victim of other criminal activity.
- ◆ What you post may affect your future. Many employers and school admissions officers review social networking sites as part of their overall evaluation of an applicant. Carefully consider how you want

people to perceive you before you give them a chance to misinterpret your information (including pictures, videos, comments, and posters).

- ◆ You are representing your family, your school, and your school division.

### **SCPS and the Department of athletics will not tolerate:**

- ◆ Comments made in person that are disrespectful and behavior online, such as: derogatory, defamatory, or vulgar language.
- ◆ Comments that create a serious danger to the safety of another person or that constitute a credible threat of serious physical or emotional injury to another person.
- ◆ Comments or photos that describe or depict unlawful assault, abuse, hazing, harassment, or discrimination; selling, possessing, or using controlled substances; or any other illegal or prohibited conduct, including violating the SCPS policy on prohibited harassment and discrimination.
- ◆ Comments or photos that do not represent Shenandoah County Public Schools in a positive manner.

### **TEAM TRAVEL**

Student athletic/activities participants are expected to travel as a team using school provided transportation to and from contest sites. It is the philosophy of the coaching staff that camaraderie and esprit de corps are cultivated by equal treatment and spending time together as a group. In extenuating circumstances, a parent can pre-arrange to have their child signed out by another adult, but this can only be done with prior written permission from the athletes' parents and the athletic director or school administrator. This permission must be acquired prior to leaving for the contest.

### **Overnight Stay Supervision Notification**

Due to the location and/or schedule of some events, it may be necessary for participants to stay overnight. During this time there will be a clearly defined time of "lights out" when all students will be expected to be in, and stay in, their designated room. Room checks will be made at this time to assure all students are in their designated room. A morning expectation time of awakening will also be given to the students. Between these times, students are expected to remain in their designated room. Students are reminded they are to conduct themselves as leaders and role models of our team, our school and our community. The location of the supervisor's rooms will be made clear to all students so they may make contact in the event of an emergency or if other needs arise during the night time hours.

### **BEHAVIOR OF PARENTS**

Parents are reminded the practice of good sportsmanship is expected towards not only opposing teams, fans, officials, but also towards the SCPS coaching staff and administration. Parents that behave inappropriately towards members of the coaching staff, administration, other schools, officials, etc. may be removed from the athletic contest and can be banned from all athletic contests. Parents are asked to keep their distance during all practice sessions. Although some practices are considered OPEN practices, please keep a reasonable distance between yourself, the coaching staff and athletes.

Parents are NOT to approach a member of the coaching staff immediately before, during, or after a contest. Contests bring out the competitor in all of us and we all need time to cool down after the contest. If you need to discuss something with the coach, please call the athletic office to set up a meeting.

Playing time WILL NOT be discussed with parents. If an athlete is not getting playing time he or she thinks they deserve, the athlete needs to approach the coach and find out what he or she needs to do to receive more playing time.

Parents will also be required to participate in education and training related to Shenandoah County Public Schools' policies, as well as hazing, bullying, and harassment.

### **SUPERVISION OF STUDENTS AND PARKING**

Students may not be on school property before 7:30 a.m. or after 3:30 p.m. during the instructional day or any time school is not in session unless they are supervised in an activity. **A coach or approved school staff member must supervise the activity. Students may only use the weight room if a coach or school weight trainer is supervising. Students should not stay after school for a game or activity unless directly supervised by a coach.** Once on school property, students must enter the building or practice area promptly. Sitting in vehicles or standing in the parking lot is prohibited.

### **UNIFORMS**

Team uniforms, travel bags, and equipment are the property of the school. These items are expensive. The schools (and often Booster Club) have spent a great deal of time and money to ensure that our teams have uniforms that will last and which are in presentable condition. All issued uniforms, travel bags, and equipment must be returned promptly within one week of the final competition. Athletes or participants not turning in all equipment which belongs to the school will not be allowed to try-out, play or practice in any other sport or participate in other school activities such as dances and graduation until items are returned or replaced.

### **VHSL ENERGY DRINK BAN**

**On September 22, 2012 the VHSL Executive Committee passed an energy drink policy which is in effect immediately for all VHSL member schools. The basics of this policy are as follows:**

**- A recommendation that athletes not consume energy drinks during participation in VHSL practices and competition.**

**- The penalty for violation of this rule is a warning to the member school.**

**Energy Drinks are defined as drinks advertised as boosting energy. These drinks do not emphasize energy derived from the calories they contain but rather through a choice of caffeine, vitamins and herbal supplements the manufacturer has combined. Some common examples of energy drinks are Amp, Monster and Red Bull.**

**Fluid Replacement Drinks or drinks used to replenish body fluid after exercise are defined as drinks that are designed to replace energy and electrolytes, used especially to assist the body in recovering from exercise. Some common examples of fluid replacement drinks are Gatorade and Powerade.**

**Soft drinks such as Coke and Pepsi, while not fluid replacement drinks, are not classified as energy drinks.**

## **HIGH SCHOOL ATHLETIC TRAINERS**

The Athletic Trainer is an allied health professional who specializes in the prevention, care and rehabilitation of sports related injuries. They are certified nationally and by the state in the field of sports medicine. The Athletic Trainer is a member of the Sports Medicine Team (SMT) that also includes the student athlete, the student athlete's parent, the Head Coach, the Athletic Administration, the School Administration and the team/family physician. Any member of the SMT may deem an athlete ineligible for participation and may not be overridden by any other member. **Only the Athletic Trainer may finalize the return-to-play status of an athlete.**

## **COLLEGE ATHLETIC PARTICIPATION**

Any student athlete that is interested in participating in college athletics needs to meet specifically with the school guidance counselor and register with the NCAA Eligibility Center at the following web address: [www.eligibilitycenter.org](http://www.eligibilitycenter.org)

## **BOOSTER CLUB MEMBERSHIP**

The school Booster Club exists for the purpose of supporting the extracurricular programs of the school. We encourage active participation in this group and information regarding participation is available from your Athletic Director or Booster Club President.

## **HANDBOOK SIGN OFF FORM**

**All SCPS athletics and activities participants and their parent/guardian must read this handbook and sign the last page indicating they have done so before practicing or competing in any activity. Completed forms should be given to the head coach or Athletic Director, and will remain on file by the Athletic Director for the duration of the school year. Only one signed form is required per year.**

# **PROHIBITION AGAINST HARASSMENT AND RETALIATION**

## **Policy JFHA/GBA**

### I. Policy Statement

The Shenandoah County Public School Board is committed to maintaining an educational environment and workplace that is free from harassment. In accordance with the law, the Board prohibits harassment against students, employees, or others on the basis of sex, sexual orientation, gender, gender identity, race, color, national origin, disability, religion, ancestry, age, marital status, pregnancy, childbirth or related medical conditions, status as a veteran, genetic information, or any other characteristic protected by law or based on a belief that such characteristic exists, hereinafter referred to as protected group status, at school or any school sponsored activity.

It is a violation of this policy for any student or school personnel to harass a student or school personnel based on protected group status at school or any school sponsored activity. Further, it is a violation of this policy for any school personnel to tolerate harassment based on student's or employee's protected group status at school or any school sponsored activity, by students, school personnel or third parties participating in, observing or otherwise engaged in school sponsored activities.

For the purpose of this policy, school personnel includes school board members, school employees, agents, volunteers, contractors or other persons subject to the supervision and control of the school division.

The school division

- promptly investigates all complaints, written or verbal, of harassment based on protected group status at school or any school sponsored activity;
- promptly takes appropriate action to stop any harassment;
- takes appropriate action against any student or school personnel who violates this policy; and
- takes any other action reasonably calculated to end and prevent further harassment of school personnel or students.

### II. Definitions

The Compliance Officer is the person designated by the School Board to receive complaints of harassment referred by the Title IX Coordinator and oversee investigation of those complaints as described below.

“Consent” is clear, unambiguous, and voluntary agreement between the participants to engage in specific sexual activity.

Prohibited Conduct

#### A. Harassment Based On Sex.

Harassment based on sex consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication which may include use of cellphones or the internet of a sexual nature when

- submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment or education; or
- submission to or rejection of the conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
- that conduct or communication substantially or unreasonably interferes with an individual's employment or education, or creates an intimidating, hostile or offensive employment or educational environment (i.e. the conduct is sufficiently serious to limit a student's or employee's ability to participate in or benefit from the educational program or work environment).

Examples of conduct which may constitute harassment based on sex if it meets the immediately preceding definition include:

- unwelcome sexual physical contact
- unwelcome ongoing or repeated sexual flirtation or propositions, or remarks
- sexual slurs, leering, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions
- graphic comments about an individual's body
- sexual jokes, notes, stories, drawings, gestures or pictures
- spreading sexual rumors
- touching an individual's body or clothes in a sexual way
- displaying sexual objects, pictures, cartoons or posters
- impeding or blocking movement in a sexually intimidating manner
- sexual violence
- display of written materials, pictures, or electronic images
- unwelcome acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex stereotyping

"Sexual harassment prohibited by Title IX" means conduct on the basis of sex that satisfies one or more of the following:

- an employee of the School Board conditioning the provision of an aid, benefit, or service of the School Board on an individual's participation in unwelcome sexual conduct;
- unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the School Board's education program or activity; or
- "sexual assault" as defined in 20 U.S.C. § 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. § 12291(a)(10), "domestic violence" as defined in 34 U.S.C. § 12291(a)(8), or "stalking" as defined in 34 U.S.C. § 12291(a)(30).

#### B. Harassment Based on Race National Origin, Disability, or Religion

Harassment based on race, national origin, disability, or religion consists of physical or verbal conduct, which may include the use of cell phones or the internet, relating to an individual's race, national origin, disability or religion when the conduct

- creates an intimidating, hostile or offensive working or educational environment;
- substantially or unreasonably interferes with an individual's work or education; or
- otherwise is sufficiently serious to limit an individual's employment opportunities or to limit a student's ability to participate in or benefit from the education program.

Examples of conduct which may constitute harassment based on race, national origin, disability or religion if it meets the immediately preceding definition include:

- graffiti containing racially offensive language
- name calling, jokes or rumors
- physical acts of aggression against a person or his property because of that person's race, national origin, disability or religion
- hostile acts which are based on another's race, national origin, religion or disability
- written or graphic material which is posted or circulated and which intimidates or threatens individuals based on their race, national origin, disability or religion

#### C. Additional Prohibited Behavior

Behavior that is not unlawful may nevertheless be unacceptable for the educational environment or the workplace. Demeaning or otherwise harmful actions are prohibited, particularly if directed at personal characteristics including socioeconomic level regardless of whether the personal characteristic is protected by law.

“Title IX” means 20 U.S.C. §§ 1681-1688 and the implementing regulations.

“Title IX Coordinator” means the person designated by the School Board to coordinate its efforts to comply with its responsibilities under this policy and Title IX. The Title IX Coordinator may be contacted at [lchodges@shenandoah.k12.va.us](mailto:lchodges@shenandoah.k12.va.us) or [dahinegardner@shenandoah.k12.va.us](mailto:dahinegardner@shenandoah.k12.va.us).

### III. Complaint Procedures

#### A. Complaint Procedure

##### 1. Report

Any student or school personnel who believes he or she has been the victim of harassment prohibited by law or by this policy by a student, school personnel or a third party should report the alleged harassment to the Title IX Coordinator or to any school personnel. The alleged harassment should be reported as soon as possible, and the report generally should be made within fifteen (15) school days of the occurrence. Further, any student who has knowledge of conduct which may constitute prohibited harassment should report such conduct to the Title IX Coordinator or to any school personnel. Any school personnel who has notice that a student or other school personnel may have been a victim of prohibited harassment shall immediately report the alleged harassment to the Title IX Coordinator. Any complaint that involves the Title IX Coordinator should be reported to the superintendent.

The reporting party should use the form, Report of Harassment, GBA-F/JFHA-F, to make complaints of harassment. However, oral reports and other written reports are also accepted.

The complaint, and identity of the person allegedly harassed and alleged harasser, will be disclosed only to the extent necessary to fully investigate the complaint and only when such disclosure is required or permitted by law. Additionally, a complainant who wishes to remain anonymous shall be advised that such confidentiality may limit the School Division’s ability to fully respond to the complaint.

After receiving a complaint, the Title IX Coordinator makes an initial determination whether the allegations may be sexual harassment prohibited by Title IX. If they may be, the Title IX Grievance Process below is followed. If they cannot be sexual harassment prohibited by Title IX, then the complaint is referred to the Compliance Officer who follows the procedures below.

The Title IX Coordinator also determines whether the alleged harassment may also constitute criminal conduct and ensures that law enforcement officials are notified if necessary.

If the alleged harassment may also constitute child abuse, then it must be reported to the Department of Social Services in accordance with Policy GAE Child Abuse and Neglect Reporting.

##### 2. Investigation by Compliance Officer

###### 1 Generally

###### The Compliance Officer

- receives complaints of harassment referred by the Title IX Coordinator;
- conducts or oversees the investigation of any alleged harassment referred by the Title IX Coordinator;
- assesses the training needs of the school division in connection with complaints referred by the Title IX Coordinator;
- arranges necessary training; and
- ensures that any harassment investigation is conducted by an impartial investigator who is trained in the requirements of equal employment/education opportunity and has the authority to protect the alleged victim and others during the investigation.

## 2. Compliance Officer Formal Procedure

Upon receiving a referral of a complaint of alleged prohibited harassment, from the Title IX Coordinator, the Compliance Officer shall immediately authorize or undertake an investigation. The investigation may be conducted by school personnel or a third party designated by the school division. The investigation shall be completed as soon as practicable, which generally should be not later than 14 school days after referral of the complaint to the Compliance Officer. Upon receiving the complaint, the Compliance Officer shall acknowledge receipt of the complaint by giving written notice that the complaint has been received to both the person complaining of harassment and the person accused of harassment. Also upon receiving the complaint, the Compliance Officer shall determine whether interim measures should be taken pending the outcome of the investigation. Such interim measures may include, but are not limited to, separating the alleged harasser and person allegedly harassed. If the Compliance Officer determines that more than 14 school days will be required to investigate the complaint, the person allegedly harassed and the alleged harasser shall be notified of the reason for the extended investigation and of the date by which the investigation will be concluded.

The investigation may consist of personal interviews with the person allegedly harassed, the alleged harasser, and any others who may have knowledge of the alleged harassment or the circumstances giving rise to the complaint. The investigation will consider witnesses and evidence from both the alleged harasser and the person allegedly harassed. The investigation may also consist of the inspection of any other documents or information deemed relevant by the investigator. The school division shall take necessary steps to protect the person allegedly harassed and others pending the completion of the investigation.

In determining whether alleged conduct constitutes a violation of this policy, the division shall consider, at a minimum: (1) the surrounding circumstances; (2) the nature of the behavior; (3) past incidents or past or continuing patterns of behavior; (4) the relationship between the parties; (5) how often the conduct occurred; (6) the identity of the alleged perpetrator in relation to the alleged victim (i.e. whether the alleged perpetrator was in a position of power over the alleged victim); (7) the location of the alleged harassment; (8) the ages of the parties and (9) the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a case by case determination based on all of the facts and circumstances revealed after a complete and thorough investigation.

The Compliance Officer shall issue a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, then the report shall be sent to the School Board. The report shall include a determination of whether the allegations are substantiated, whether this policy was violated and recommendations for corrective action, if any.

All employees shall cooperate with any investigation of alleged harassment conducted under this policy or by an appropriate state or federal agency.

## 3. Action by Superintendent

Within 5 school days of receiving the compliance officer's report, the Superintendent or superintendent's designee shall issue a decision regarding whether this policy was violated. This decision must be provided in writing to the person allegedly harassed and the alleged harasser. If the superintendent or superintendent's designee determines that it is more likely than not that prohibited harassment occurred, the Shenandoah County Public School Division shall take prompt, appropriate action to address and remedy the violation as well as prevent any recurrence. Such action may include discipline up to and including expulsion or discharge. Whether or not the superintendent or superintendent's designee determines that prohibited harassment occurred, the Superintendent or superintendent's designee may determine that school-wide or division-wide training be conducted or that the person allegedly harassed receives counseling.

## 4. Appeal

If the superintendent or superintendent's designee determines that no prohibited harassment occurred, either party involved in the harassment may appeal this finding to the School Board within 5 school days of receiving the

decision. Notice of appeal must be filed with the superintendent or superintendent's designee, who shall forward the record to the School Board. The School Board shall make a decision within 30 calendar days of receiving the record. The School Board may ask for oral or written argument from the aggrieved party, the superintendent and any other individual the School Board deems relevant. Written notice of the School Board's decision will be given to both the alleged harasser and the person allegedly harassed.

If the Superintendent or superintendent's designee determines that prohibited harassment occurred and discipline is imposed, the disciplined person may appeal the disciplinary sanction in the same manner as any other such sanction would be appealed.

Employees may choose to pursue their complaints under this policy through the relevant employee grievance procedure instead of the complaint procedure in this policy.

## B. Compliance Officer Informal Procedure

If the person allegedly harassed and the person accused of harassment agree, the person allegedly harassed's principal or principal's designee or supervisor may arrange for them to resolve the complaint informally with the help of a counselor, teacher, or administrator.

If the person allegedly harassed and the person accused of harassment agree to resolve the complaint informally, they shall each be informed that they have the right to abandon the informal procedure at any time in favor of the initiation of the Compliance Officer Formal Procedures set forth herein. The principal or principal's designee or supervisor shall notify the person allegedly harassed and the person accused of harassment in writing when the complaint has been resolved. The written notice shall state whether prohibited harassment occurred.

## Sexual Harassment Prohibited by Title IX

### Definitions

"Actual knowledge" means notice of sexual harassment prohibited by Title IX or allegations of sexual harassment prohibited by Title IX to the Title IX Coordinator or any official of the school division who has authority to institute corrective measures or to any employee of an elementary or secondary school.

"Complainant" means an individual who is alleged to be the victim of conduct that could constitute sexual harassment prohibited by Title IX.

"Formal complaint" means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment prohibited by Title IX against a respondent and requesting that the allegation be investigated. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail. When the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party. The allegations in a formal complaint must be investigated. In response to a formal complaint, the Title IX Grievance Process below is followed.

"Program or activity" includes locations, events or circumstances over which the School Board exercises substantial control over both the respondent and the context in which the sexual harassment occurs.

"Respondent" means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment prohibited by Title IX.

"Supportive measures" means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the School Board's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or

class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work locations, leaves of absence, increased security or monitoring of parts of campus, and other similar measures, Any supportive measures provided to the complainant or respondent are maintained as confidential, to the extent that maintaining such confidentiality does not impair the ability to provide supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

## Title IX Grievance Process

### Generally

Any person may report sex discrimination prohibited by Title IX, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. The reporting party may use the form, Report of Harassment, GBA-F/JFHA-F, to make a complaint. Such a report may be made at any time, including non-business hours, by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.

Complainants and respondents are treated equitably by offering supportive measures to a complainant and by following this grievance process before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent.

The Title IX Coordinator promptly contacts the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain the process for filing a formal complaint.

Applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the School Board are notified

- of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator; and
- that the School Board does not discriminate on the basis of sex in its education program or activity and that it is required by Title IX not to discriminate in such a manner. The notification states that the requirement not to discriminate extends to admission and employment and that inquiries about the application of Title IX may be referred to the Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

The School Board prominently displays the contact information for the Title IX Coordinator and this policy on its website and in each handbook or catalog it makes available to persons listed above who are entitled to notifications.

Nothing herein precludes a respondent from being removed from the School Board's education program or activity on an emergency basis, provided that an individualized safety and risk analysis determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal, and that the respondent is provided with notice and an opportunity to challenge the decision immediately following the removal.

Nothing herein precludes a non-student employee respondent from being placed on administrative leave during the pendency of a grievance process

This grievance process treats complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent, and by following this process before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent. Remedies are designed to restore or preserve equal access to the School Board's education program or activity.

The respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

All relevant evidence is evaluated objectively, including both inculpatory and exculpatory evidence. Credibility determinations are not based on a person's status as a complainant, respondent, or witness.

Any Title IX Coordinator, investigator, decision-maker, or any person who facilitates an informal resolution process may not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process receives training on the definition of sexual harassment prohibited by Title IX, the scope of the School Board's education program or activity, how to conduct an investigation and grievance process including appeals, and informal resolution processes, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. Decision-makers receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant. Investigators receive training on issues of relevance in order to create investigative reports that fairly summarize relevant evidence.

A finding of responsibility may result in disciplinary action up to and including expulsion for students or dismissal of employees.

The standard of evidence used to determine responsibility is preponderance of the evidence.

This grievance process does not allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege unless the person holding such privilege has waived the privilege.

#### Notice of allegations

On receipt of a formal complaint, the Title IX coordinator gives the following written notice to the parties who are known:

- notice of the grievance process, including any informal resolution process, and
- notice of the allegations of sexual harassment potentially constituting sexual harassment prohibited by Title IX, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment prohibited by Title IX, and the date and location of the alleged incident, if known.

#### The written notice

- includes a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process;
- informs the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, and may inspect and review evidence; and
- informs the parties of any provisions in the School Board's code of conduct or the superintendent's Standards of Student Conduct that prohibit knowingly making false statements or knowingly submitting false information during the grievance process.

If, in the course of an investigation, the investigator decides to investigate allegations about the complainant or respondent that are not included in the notice previously provided, notice of the additional allegations is provided to the parties whose identities are known.

#### Dismissal of formal complaints

A formal complaint or any allegations therein must be dismissed if the conduct alleged in the complaint

- would not constitute sexual harassment prohibited by Title IX even if proved,
- did not occur in the School Board's education program or activity, or
- did not occur against a person in the United States.

Such a dismissal does not preclude action under another provision of the School Board's code of conduct or the superintendent's Standards of Student Conduct.

A formal complaint or any allegations therein may be dismissed if at any time during the investigation:

- a complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein;
- the respondent is no longer enrolled or employed by the School Board; or
- specific circumstances prevent the School Board from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

#### Investigation of formal complaint

When investigating a formal complaint and throughout the grievance process, the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests on the School Board and not on the parties provided that a party's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party are not accessed, considered, disclosed or otherwise used without the voluntary, written consent of the party's parent, or the party if the party is an eligible student, to do so for this grievance procedure.

The parties have an equal opportunity to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence.

The ability of the parties to discuss the allegations under investigation or to gather and present relevant evidence is not restricted.

The parties have the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney. The choice or presence of advisor for either the complainant or respondent is not limited in any meeting or grievance proceeding.

Any party whose participation is invited or expected is provided written notice of the date, time, location, participants, and purpose of all investigative interviews or other meetings with sufficient time for the party to prepare to participate.

The investigator provides both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence which will not be relied upon in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to the completion of the investigative report, the investigator must send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties must have at least 10 days to submit a written response, which the investigator will consider prior to completion of the investigative report.

The investigator creates an investigative report that fairly summarizes relevant evidence and, at least 10 days prior to the time a determination regarding responsibility is made, sends to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

After the investigator has sent the investigative report to the parties and before reaching a determination regarding responsibility, the decision-maker must afford each party the opportunity to submit written, relevant questions that the party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up

questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker(s) must explain to the party proposing the question any decision to exclude a question as not relevant.

#### Determination regarding responsibility

The decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, must issue a written determination regarding responsibility.

The written determination must include

- identification of the allegations potentially constituting sexual harassment prohibited by Title IX;
- a description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather other evidence;
- findings of fact supporting the determination;
- conclusions regarding the application of the School Board's code of conduct or the superintendent's Standard of Student Conduct to the facts;
- a statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the School Board imposes on the respondent, and whether remedies designed to restore or preserve equal access to the School Board's education program or activity will be provided to the complainant; and
- the procedures and permissible bases for the complainant and respondent to appeal.

The decision-maker must provide the written determination regarding responsibility to the parties simultaneously.

The determination regarding responsibility becomes final either on the date that the parties are provided with the written determination of the result of the appeal, if an appeal is filed, or, if an appeal is not filed, the date on which an appeal would no longer be considered timely.

The Title IX Coordinator is responsible for effective implementation of any remedies.

#### Appeals

Either party may appeal from a determination regarding responsibility or from a dismissal of a formal complaint or any allegations therein, on the following bases:

- procedural irregularity that affected the outcome of the matter;
- new evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- the Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

Notification of appeal must be given in writing to the Title IX Coordinator.

As to all appeals, the Title IX Coordinator

- notifies the other party in writing when an appeal is filed and implements appeal procedures equally for both parties;
- ensures that the decision-maker for the appeal is not the same person as the decision-maker that reached the determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator; and

- ensures that the decision-maker for the appeal complies with the standards set forth in Title IX and this policy.

#### The appeal decision-maker

- gives both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
- reviews the evidence gathered by the investigator, the investigator's report, and the decision-maker's written decision;
- issues a written decision describing the result of the appeal and the rationale for the result; and
- provides the written decision simultaneously to both parties and the Title IX Coordinator.

#### Timelines

The investigative report will be provided to the parties within 35 days from the date the formal complaint is filed.

A decision will be issued within 10 working days from the date the investigative report is submitted to the decision-maker.

Either party may appeal within 5 working days from the date the written determination regarding responsibility is given to the parties.

Any appeal will be resolved within 15 calendar days from the filing of the appeal.

If the parties agree to an informal resolution process, these deadlines are tolled from the time one party requests an informal resolution process until either the time the other party responds, if that party does not agree to the informal resolution process, or until either party withdraws from the informal resolution process.

Temporary delays of the grievance process or the limited extension of time frames for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action are permitted. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; disciplinary processes required by law or School Board policy; or the need for language assistance or accommodation of disabilities.

#### Informal Resolution Process

At any time during the formal complaint process and prior to reaching a determination regarding responsibility, the parties may participate in an informal resolution process, such as mediation, that does not involve a full investigation and determination of responsibility. When one party requests an informal resolution process, the other party must respond to the request within 3 days. The informal resolution process must be completed within 10 days of the agreement to participate in the process.

The informal resolution process may be facilitated by a trained educational professional, consultant, or other individual selected by the Title IX Coordinator under the following conditions:

- the parties are provided a written notice disclosing the allegations, the requirements of the informal resolution process, including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations; provided, however that at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process, resume the grievance process with respect to the formal complaint, and be informed of any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
- the parties, voluntarily and in writing, consent to the informal resolution process; and
- the informal resolution process cannot be used to resolve allegations that an employee sexually harassed a student.

If the matter is resolved to the satisfaction of the parties, the facilitator shall document the nature of the complaint and the resolution, have both parties sign the documentation and receive a copy, and forward it to the Title IX Coordinator. If the matter is not resolved, the formal complaint process is resumed.

Parties cannot be required to participate in an informal resolution process.

An informal resolution process is not offered unless a formal complaint is filed.

#### Recordkeeping

The School Board will maintain for a period of seven years records of:

- each investigation of allegations of sexual harassment prohibited by Title IX including any determination regarding responsibility and any audio or audiovisual recording or transcript, if any, required under the Title IX regulations, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to School Board's education program or activity;
- any appeal and the result therefrom;
- any informal resolution and the result therefrom; and
- all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. These materials will also be made available on the School Board's website.

For each response required under 34 C.F.R. § 106.44, the School Board must create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment prohibited by Title IX. In each instance, the School Board will document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to its education program or activity. If the School Board does not provide a complainant with supportive measures, then it will document the reasons why such a response was not clearly unreasonable in light of the known circumstances.

#### IV. Retaliation

Retaliation against students or school personnel who report harassment or participate in any related proceedings is prohibited. The School Division shall take appropriate action against students or school personnel who retaliate against any student or school personnel who reports alleged harassment or participates in related proceedings. The Title IX Coordinator will inform persons who make complaints, who are the subject of complaints, and who participate in investigations, of how to report any subsequent problems.

#### V. Right to Alternative Complaint Procedure

Nothing in this policy shall deny the right of any individual to pursue other avenues of recourse to address concerns relating to prohibited harassment including initiating civil action, filing a complaint with outside agencies or seeking redress under state or federal law.

#### VI. Prevention and Notice of Policy

Training to prevent harassment prohibited by law or by this policy is included in employee and student orientations as well as employee in-service training.

This policy is (1) displayed in prominent areas of each division building in a location accessible to students, parents and school personnel, (2) included in the student and employee handbooks; and (3) sent to parents of all students within 30 calendar days of the start of school. Further, all students, and their parents/guardians, and employees are notified annually of the names and contact information of the Compliance Officers.

#### VII. False Charges

Students or school personnel who knowingly make false charges of harassment shall be subject to disciplinary action as well as any civil or criminal legal proceedings.

#### Legal

20 U.S.C. §§ 1681-1688. 29 U.S.C. § 794. 42 U.S.C. §§ 2000d-2000d-7. 42 U.S.C. §§ 2000e-2000e-17. 42 U.S.C. § 2000ff-1. 34 C.F.R. 106.2, 106.8, 106.9, 106.30, 106.44, 106.45, 106.71 Code of Virginia, 1950 as amended, §§ 2.2-3900, 2.2-3901, 2.2-3902, 22.1-295.2. REVISED Sept. 10, 2020

# CONCUSSION PROCEDURES

## Policy JJAC-R

Purpose: To establish appropriate care guidelines for Shenandoah County Public Schools (SCPS) student-athletes participating in Virginia High School League (VHSL) sanctioned athletics, which are suspected of having sustained a concussion during athletic participation.

Level of Personnel: Certified Athletic Trainers (ATC), Coaches, Athletic Directors, Assistant Athletic Directors, Principals, Assistant Principals

Pre-Concussion Management:

SCPS utilizes the ImPACT Program to aid in concussion evaluation. Each VHSL participating student-athlete will complete the baseline ImPACT test prior to participating on any VHSL sanctioned athletic team sponsored by SCPS. This baseline will be valid for 2-3 years beyond the initial test date. At the end of the 2-3 year period, if the student-athlete is still participating in athletics sponsored by SCPS, the student-athlete will be retested for the purpose of re-establishing a valid baseline indicator. In the event that the student-athlete is unable to participate in computerized testing as indicated by a documented and identified disability, a baseline will be determined using a Standardized Assessment of Concussion (SAC) or Sport Concussion Assessment Tool Version 3 (SCAT 3) test.

*Note:* The ImPact test will be administered to students with disabilities in a manner that is consistent with the accommodations as outlined in their IEP.

In addition to baseline testing, each student-athlete and parent/guardian will annually receive educational documents with regard to concussions in athletics. Upon receipt of the educational material, the student-athlete and parent/guardian will sign and return a form indicating that they have reviewed the material and understand that athletic participation has an inherent risk for concussion.

Building principals shall certify that the information concerning concussions and head injuries has been reviewed at the parent meeting for each activity.

Concussion Recognition and Acute Management:

In the table below are signs and symptoms related to a concussion. These may include but are not limited to:

Physical	Cognitive	Emotional	Sleep
<ul style="list-style-type: none"><li>• A blow to the head, neck, face, or other structure causing a jarring force to the head.</li><li>• Loss of Consciousness (LOC)</li><li>• Ringing in the ears (tinnitus)</li><li>• Unequal pupils or pupils that do not react to light</li><li>• Headache</li><li>• Nausea</li><li>• Vomiting</li></ul>	<ul style="list-style-type: none"><li>• Feeling mentally "foggy"</li><li>• Feeling slowed down</li><li>• Difficulty concentrating</li><li>• Anterograde/retrograde amnesia</li><li>• Confused about recent events</li><li>• Answers questions slowly</li><li>• Repeats questions</li></ul>	<ul style="list-style-type: none"><li>• Irritability</li><li>• Sadness</li><li>• More emotional</li><li>• Nervousness</li></ul>	<ul style="list-style-type: none"><li>• Unusual Drowsiness</li><li>• Sleeping less than usual</li><li>• Sleeping more than usual</li><li>• Trouble falling asleep</li></ul>

- Balance Problems
- Dizziness
- Visual Problems
- Fatigue
- Sensitivity to light
- Sensitivity to noise
- Numbness/Tingling
- Dazed or Stunned

## Action

If concussion symptoms appear, the student-athlete shall be immediately removed from practice or game situations for further evaluation by an approved licensed health care provider. The approved licensed healthcare provider shall utilize the SCAT 3 for sideline evaluations. In the event that the student-athlete is deemed to have sustained a concussion, the student-athlete will not be returned to play the same day. A student-athlete who has been removed from play shall not return to play until they have met the requirements prescribed by the SCPS Concussion Policy. The parent/guardian of the student-athlete will be notified of the student-athlete's injury and concussion education materials will once again be given to the student-athlete and their parent/guardian for review.

*Note:* Based on the recommendation of the managing physician, student-athletes displaying any of the following symptoms resulting from a concussion should not operate a motor vehicle until those symptoms have resolved and their scores have returned to baseline on concussion evaluation measures. The student-athlete and their parent/guardian will be notified of this recommendation.

- Dizziness
- Blurred vision
- Balance problems
- Feeling slowed down
- Feeling foggy
- Difficulty concentrating
- Difficulty remembering
- Confusion
- Drowsiness
- Lightheadedness

Feeling more emotional Furthermore, the student-athlete will not be allowed to return to athletic participation without written clearance of an approved licensed health care provider and documented completion of the SCPS return to play (RTP) testing. If the athletic trainer does not agree with the licensed physician's decision to release the student to play, then the division shall require a second opinion from a licensed physician designated by the Superintendent, and at no cost to the student or the student's parents. If the student is not released to play by the school division's designated physician, then the student's return to participation shall remain dependent on the school division's designated licensed physician. Post-Injury Concussion Management:

Management of the concussion sustained to the student-athlete shall be the responsibility of the school's Certified Athletic Trainer (ATC). Student-athletes who experience a loss of consciousness (LOC), paresthesia (numbness, tingling) in the extremities, or abnormal neurological exam will be referred to a physician for immediate evaluation. The ATC will administer the first post-injury ImpACT test, SAC or SCAT 3 test (other than sideline evaluation) once the student-athlete has become asymptomatic unless otherwise directed by the

managing physician. The ATC will notify the physician managing concussion testing for SCPS that a student-athlete has sustained a concussion. From there, the managing physician will assist the ATC in forming the student-athlete's plan of care. The minimal plan of care will include:

- No athletic participation while the student-athlete is symptomatic. A three-day mandatory separation from participation after the last concussion symptom will be in effect. This includes withholding the student-athlete from active participation in physical education classes. The ATC will notify the appropriate physical education teacher when a student-athlete should be withheld and will again send notice when the student-athlete can resume normal participation.
- Follow up ImPACT, SAC or SCAT 3 testing will be administered until test returns to baseline.

*Note:* If a student-athlete has been asymptomatic for the mandatory 3+ days, but has not achieved their baseline score on post-injury testing, a joint decision by the ATC and managing physician may be made to allow the athlete to begin the Return to Play Protocol as long as the score is approaching baseline. In addition, the athlete must be cleared by the managing physician as if they have achieved a baseline cognitive score.

- Return to play will be a joint decision made by the ATC and the managing physician.
- Initiation of Return To Play (RTP) testing will include:

*NOTE:* The student-athlete should only be progressed to the next step if they remain asymptomatic, and only after 24-hours have transpired. If the student-athlete experiences post-concussion symptoms during any phase, the student-athlete should revert back to the previous asymptomatic level and resume the progression after 24 hours of rest.

- Day One
  - Light aerobic exercise: walking, stationary bike, swimming. No resistance training.
- Day Two
  - Sport-specific Exercise
- Day Three
  - Sport-specific non-contact training drills
- Day Four
  - Full-contact practice
- Day Five
  - Return to play

#### Disqualification

Athletic disqualification due to one or multiple concussions will be dealt with on an individual basis due to the variance of severity that concussions present. The decision to disqualify a student-athlete for any amount of time will be a joint decision between the ATC and the managing physician.

# SCPS Return to Learn Protocol

Step	Progression	Description	Return to Play
1	HOME- Total rest	<ul style="list-style-type: none"> <li>No mental exertion (No computer, testing, video games or homework)</li> <li>Stay at home</li> <li>No driving</li> </ul>	<b>No Participation in PE or Sports</b>
2	HOME- Light mental activity	<ul style="list-style-type: none"> <li>Up to 30 minutes mental exertion</li> <li>No prolonged concentration</li> <li>Stay at home</li> <li>No driving</li> </ul>	
When parent(s) indicate student is ready to return to school, school to send letter to parent(s) Progress to the next level when able to handle up to 90 minutes mental exertion without worsening of symptoms			
3	School- Part time <ul style="list-style-type: none"> <li>Maximum Necessary Accommodations</li> <li>Shortened days/ schedule</li> <li>Built in breaks</li> </ul>	<ul style="list-style-type: none"> <li>Provide quiet place for scheduled mental rest</li> <li>No significant classroom or standardized testing</li> <li>Modify rather than postponing academics</li> <li>Provide extra time, extra help, modified assignments</li> </ul>	<b>Return to Play Process May Start after:</b>
Progress to the next level when able to attend a half of a day or 2 blocks of mental exertion without worsening of symptoms. At this stage include athletic training staff in planning.			
4	School- Part time <ul style="list-style-type: none"> <li>Moderate Necessary Accommodations</li> </ul>	<ul style="list-style-type: none"> <li>No standardized testing</li> <li>Modified classroom testing</li> <li>Moderate decrease of extra time, help, and modification of assignments</li> </ul>	
Progress to the next level when able to attend a full day of mental exertion without worsening of symptoms. <i>At this point student may be considered for return to play protocol with the appropriate healthcare professional approval.</i>			<b>Return to Participation Progression:</b>
5	School - Full time <ul style="list-style-type: none"> <li>Minimal Necessary Accommodations</li> </ul>	<ul style="list-style-type: none"> <li>No standardized testing, routine tests OK</li> <li>Continue decrease of extra time, help, and modification of assignments</li> <li>May require more supports in academically challenging subjects</li> </ul>	
Progress to next level when able to handle up to a Full day of school.			
6	School - Full Time <ul style="list-style-type: none"> <li>Full academics</li> <li>No accommodations</li> </ul>	<ul style="list-style-type: none"> <li>Attends all classes</li> <li>Full homework</li> </ul>	Day 1: Low exertion Day 2: Low exertion Day 3: Moderate exertion/with weight training Day 4: Limited participation Day 5: Full participation
If symptoms persist or fail to improve over time, additional in-school support may be required with consideration for further evaluation. If the student is 3-4 weeks post injury without significant evidence of improvement, a 504 plan may be considered. Progressions will be individualized for each student-athlete.			
<b>Source:</b> Adapted from - <a href="http://biavt.org/concussion-kit-documents/Section%207%20-%20RTL%20Protocol-pub%20final_5-9-13.pdf">http://biavt.org/concussion-kit-documents/Section%207%20-%20RTL%20Protocol-pub%20final_5-9-13.pdf</a>			

# CONCUSSION FACT SHEET FOR PARENTS



## WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury. Concussions are caused by a bump or blow to the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

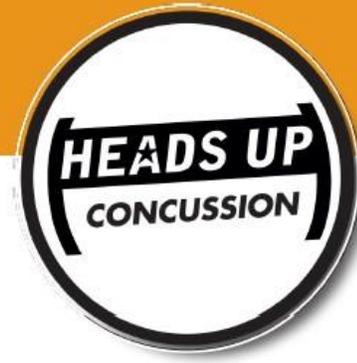
You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

## WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs of a concussion:

### SYMPTOMS REPORTED BY ATHLETE:

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not "feeling right" or is "feeling down"



### SIGNS OBSERVED BY PARENTS/ GUARDIANS:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes



## DANGER SIGNS

Be alert for symptoms that worsen over time. Your child or teen should be seen in an emergency department right away if s/he has:

- One pupil (the black part in the middle of the eye) larger than the other
- Drowsiness or cannot be awakened
- A headache that gets worse and does not go away
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Difficulty recognizing people or places
- Increasing confusion, restlessness, or agitation
- Unusual behavior
- Loss of consciousness (even a brief loss of consciousness should be taken seriously)

## WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

1. **SEEK MEDICAL ATTENTION RIGHT AWAY**  
A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to regular activities, including sports.
2. **KEEP YOUR CHILD OUT OF PLAY.**  
Concussions take time to heal. Don't let your child return to play the day of the injury and until a health care professional says it's OK. Children who return to play too soon - while the brain is still healing - risk a greater chance of having a second concussion. Repeat or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
3. **TELL YOUR CHILD'S COACH ABOUT ANY PREVIOUS CONCUSSION.**  
Coaches should know if your child had a previous concussion. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

## HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION OR OTHER SERIOUS BRAIN INJURY?

- Ensure that they follow their coach's rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity. Protective equipment should fit properly and be well maintained.
- Wearing a helmet is a must to reduce the risk of a serious brain injury or skull fracture.
  - However, helmets are not designed to prevent concussions. There is no "concussion-proof" helmet. So, even with a helmet, it is important for kids and teens to avoid hits to the head.

## HOW CAN I HELP MY CHILD RETURN TO SCHOOL SAFELY AFTER A CONCUSSION?

Children and teens who return to school after a concussion may need to:

- Take rest breaks as needed
- Spend fewer hours at school
- Be given more time to take tests or complete assignments
- Receive help with schoolwork
- Reduce time spent reading, writing, or on the computer

Talk with your child's teachers, school nurse, coach, speech-language pathologist, or counselor about your child's concussion and symptoms. As your child's symptoms decrease, the extra help or support can be removed gradually.



JOIN THE CONVERSATION  [www.facebook.com/CDCHeadsUp](http://www.facebook.com/CDCHeadsUp)

TO LEARN MORE GO TO >> [WWW.CDC.GOV/CONCUSSION](http://WWW.CDC.GOV/CONCUSSION)

Content Source: CDC's Heads Up Program. Created through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).

# CONCUSSION 101

WITH MORE ATTENTION BEING PAID TO CONCUSSIONS, they're no longer being thought of as simple "bumps on the head" or "bell-ringers." Help keep young athletes protected by better understanding the symptoms, treatment and prevention of concussions.

- A concussion is defined as a "trauma-induced alteration in mental status that may or may not involve loss of consciousness."
- This can be caused by a bump, blow or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth.
- Concussion signs and symptoms can appear immediately or not be noticed until days or even weeks after the injury.

## HOW TO REMAIN SAFE ON THE FIELD

- Make sure all helmets and safety equipment are sport specific, properly fitted and refurbished according to industry standards.
- Follow sports safety rules and use proper techniques.
- Practice good sportsmanship.

## YOU HAVE A CONCUSSION – NOW WHAT?

- **Report symptoms:** Tell a coach, parent or athletic trainer if you suspect an athlete has a concussion.
- **Get checked out:** Only a health care professional experienced with concussion management can tell if a concussion has occurred and when it is OK to return to play.
- **Get plenty of rest:** Immediately after the concussion is sustained, rest is recommended. This includes keeping a regular sleep routine and avoiding activities that require a lot of concentration.
- **Give time to recover:** It's important to allow time to heal. Another concussion sustained while the brain is healing can result in long-term problems or even death in rare cases.
- **Take it slow at first:** After the physician or athletic trainer gives the OK to return to activity, an athlete shouldn't jump in all at once. The athletic trainer will work with the athlete to develop a safe plan for progressively returning to play.
- **Address concerns:** If there are concerns, don't hesitate to bring them up with a health care provider (athletic trainer, physician, etc.).

Sources: NATA, Sanford Orthopedic Sports Medicine, Center for Disease Control and Prevention, Heads Up Concussion, Fifth Annual Youth Sports Safety Summit

Illustration by: Thinkstock/ bakhtiar\_zein

Infographic courtesy of the National Athletic Trainers' Association

## KNOWING THE RED FLAGS

- CAN'T BE AWAKENED
- REPEATED VOMITING

- SLURRED SPEECH
- CAN'T RECOGNIZE PEOPLE OR PLACES



- WORSENING HEADACHE
- SEIZURES



- LOOKS LESS ALERT



- BALANCE PROBLEMS
- DIZZINESS

- INCREASING CONFUSION OR IRRITABILITY
- LOSS OF CONSCIOUSNESS
- WEAKNESS OR NUMBNESS IN ARMS OR LEGS
- UNUSUAL BEHAVIORAL CHANGE



- BOTHERED BY LIGHT OR NOISE



- SLOWED REACTION TIME



- SLEEP PROBLEMS

# SPORTS



# INJURIES

ACCORDING TO THE CDC, THERE ARE AN ESTIMATED  
**2.6 MILLION EMERGENCY DEPARTMENT VISITS**  
 for injuries related to commonly played sports in children 19 & under each year.<sup>10</sup>

That's **7,123/DAY, 297/HOUR** or **1 every 5 SECONDS.**

There have been  
**MORE THAN 300**  
 SPORTS-RELATED FATALITIES  
 of young athletes  
 between 2008 and 2015.<sup>1</sup>



The secondary school  
 athletic population  
**LEADS THE NATION**  
 in athletic-related  
 deaths.<sup>60-65</sup>

Among children, those ages  
 15 to 17 experience the  
**HIGHEST RATE OF**  
 EMERGENCY ROOM VISITS  
 for sports injuries.<sup>5</sup>



**62 PERCENT OF ORGANIZED SPORTS-RELATED INJURIES OCCUR DURING PRACTICE.**<sup>650</sup>

Sudden cardiac arrest (SCA) is the leading cause of death in exercising young athletes.



WITHOUT APPROPRIATE EMERGENCY PREPARATION AND RESPONSE, JUST ONE IN 10 U.S. STUDENT ATHLETES WHO SUFFER SUDDEN CARDIAC ARREST SURVIVES.<sup>16</sup>



WHEN PROMPT RECOGNITION, CPR AND EARLY DEFIBRILLATION WITH AN AED ARE PROVIDED, SUDDEN CARDIAC ARREST IN STUDENT ATHLETES HAS A SURVIVAL RATE OF MORE THAN 80 PERCENT.<sup>11</sup>

Two-thirds of young athletes show up for practice **SIGNIFICANTLY DEHYDRATED.**<sup>20</sup>



 Exertional heat stroke can be prevented, and it has proven **TO BE 100 PERCENT SURVIVABLE** when immediately recognized and aggressively cooled on site.<sup>42</sup>

**54 percent of athletes said they have played while injured.**

When asked why, they said:

- "I WAS NEEDED AND COULDN'T LET THE TEAM DOWN."
- "I DIDN'T WANT TO BE BENCHED."
- "IT WAS AN IMPORTANT GAME."<sup>43</sup>

 **EVERY THREE MINUTES A CHILD IS SEEN IN AN EMERGENCY DEPARTMENT FOR A SPORTS-RELATED CONCUSSION.**<sup>4</sup>

Prevention of injury is critical because previous injury is a risk factor for future injury.

PLAYERS WITH ONE OR MORE PREVIOUS INJURIES HAVE TWO TO THREE TIMES GREATER RISK OF INJURY COMPARED TO THOSE WITHOUT PREVIOUS INJURY.<sup>7</sup>

Among high school athletes, concussion **RATES HAVE STEADILY INCREASED** in the past decade.<sup>27</sup>

**90 PERCENT** of athletes said they have been injured while playing a sport.<sup>44</sup>

For a list of full references, visit [atyourownrisk.org](http://atyourownrisk.org).





# REDUCE YOUR RISK



## AVOID INJURY – STAY ACTIVE:

in order for any athlete to be at his or her very best, injury prevention and physical activity must go hand in hand.

Injury prevention is critical because previous injury is **A RISK FACTOR FOR FUTURE INJURY.**<sup>7</sup>



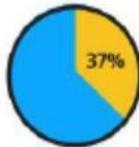
Players with one or more previous injuries have **2 TO 3 TIMES GREATER RISK OF INJURY** compared to those without previous injury.<sup>7</sup>

Approximately **¼ OF COACHES, ATHLETES AND PARENTS** don't do anything to prevent injuries.<sup>43</sup>

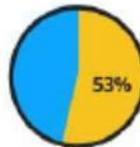


**KNOW THE SIGNS AND SYMPTOMS OF INJURIES, AND COMMUNICATE ANY CONCERN YOU HAVE WITH YOUR ATHLETIC TRAINER, COACH, TEACHER OR PARENT.**

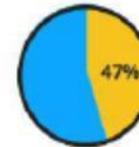
Athletes at secondary schools with proper medical teams that include an athletic trainer **SUSTAIN A LOWER INCIDENCE OF INJURIES** (both acute and recurring) than athletes at schools without athletic trainers. Athletes at secondary schools with athletic trainers **INCUR MORE DIAGNOSED CONCUSSIONS**, demonstrating better identification of these injuries.



**ONLY 37 PERCENT** OF PUBLIC HIGH SCHOOLS HAVE A FULL-TIME ATHLETIC TRAINER.<sup>4</sup>

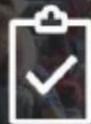


**53 PERCENT** OF COACHES SAY THEY HAVE FELT PRESSURE FROM A PARENT OR PLAYER TO PUT AN ATHLETE BACK INTO A GAME AFTER A CHILD HAS BEEN INJURED.<sup>45</sup>



**ONLY 47 PERCENT** OF SCHOOLS HAVE AN ATHLETIC TRAINER PRESENT DURING AFTERNOON PRACTICE.<sup>4</sup>

The American Academy of Pediatrics recommends that **AN ATHLETIC TRAINER SHOULD BE PRESENT AT ALL FOOTBALL GAMES AND PRACTICES.**<sup>94</sup>



A study from the American Academy of Pediatrics showed that the presence of athletic trainers can have a significant positive impact on student athlete health,

**RESULTING IN LOWER INJURY RATES, IMPROVED DIAGNOSIS AND RETURN-TO-PLAY DECISIONS FOR INJURIES SUCH AS CONCUSSION AND FEWER RECURRENT INJURIES.**<sup>95</sup>



According to the CDC, **MANY SPORTS-RELATED INJURIES ARE PREDICTABLE AND PREVENTABLE.**<sup>66</sup>

For a list of full references, visit [atyourownrisk.org](http://atyourownrisk.org).



# BENEFITS OF PARTICIPATING IN HIGH SCHOOL & YOUTH SPORTS



**MORE THAN 54 MILLION** young athletes participate in youth and high school sports.<sup>73</sup>

High school students who play sports are **LESS LIKELY TO DROP OUT.**<sup>74</sup>



Former student athletes tend to earn **SIGNIFICANTLY HIGHER INCOMES** than those who did not play sports.<sup>75</sup>

Physically active children are **15% MORE LIKELY TO ATTEND COLLEGE.**<sup>85</sup>



Children who participate in sports, compared to peers who do not play sports, exhibit:<sup>76</sup>



**GREATER PERSONAL CONFIDENCE AND SELF-ESTEEM**



**GREATER CONNECTIONS AT SCHOOL**



**STRONGER PEER RELATIONSHIPS**



**GREATER INVOLVEMENT IN VOLUNTEER WORK**



**GREATER FAMILY ATTACHMENT AND MORE FREQUENT INTERACTIONS WITH PARENTS**

Sports participants are more likely **TO VOLUNTEER IN THEIR COMMUNITY, REGISTER TO VOTE AND FOLLOW THE NEWS.**<sup>82</sup>



Physical activity can enhance your child's **SELF-PERCEPTIONS OF BODY, COMPETENCE AND SELF-WORTH.**<sup>80</sup>

**Physically active children:**

- ARE **LESS LIKELY** TO BE OBESE
- HAVE UP TO **40 PERCENT HIGHER TEST SCORES**
- ARE **LESS LIKELY** TO ENGAGE IN RISKY SEX AND BECOME PREGNANT
- HAVE **7 TO 8 PERCENT HIGHER ANNUAL EARNINGS**
- HAVE **LOWER HEALTH CARE COSTS**
- ARE **MORE PRODUCTIVE** AT WORK
- HAVE **REDUCED RISK** OF HEART DISEASE, STROKE, CANCER AND DIABETES.<sup>83</sup>



**TEENS WHO PARTICIPATE IN TEAM SPORTS ARE LESS LIKELY TO USE DRUGS, SMOKE CIGARETTES AND CARRY WEAPONS.**<sup>89</sup>

For a list of full references, visit [atyourownrisk.org](http://atyourownrisk.org).

YOUR OWN  
**AT RISK**

**NIA**  
NATIONAL INSTITUTE ON AGING

# FIGHT INJURY WITH MICRONUTRIENTS

Proper nutrition is vital to athletic performance. Not only will eating well assist in overall health, certain micronutrients can also aid in injury recovery.

## CALCIUM & VITAMIN D

Essential for bone health and growth, calcium also helps reduce the risk of stress fractures. Don't forget about vitamin D – it is needed to maintain calcium levels in the body, develop healthy bones and the function of skeletal muscles.

### ASSISTS WITH:

Stress fractures, sprains, tears and broken bones

### FOODS HIGH IN VITAMIN D:

Fatty fish, egg yolk, sundried mushrooms, fortified milk, yogurt, margarine, cereals and fruit juices

### FOODS HIGH IN CALCIUM:

Dairy products



## IRON

Iron plays a role in transferring oxygen from the lungs to tissue and is critical for respiration and energy metabolism. Because iron influences endurance and performance, it is an important micronutrient to athletes.

### ASSISTS WITH:

Extreme fatigue, decreased energy, inability to finish activity and overall decline in athletic performance

### FOODS HIGH IN IRON:

Animal products such as meats, fish and eggs; lentils; tofu; quinoa; nuts and seeds; and some fortified cereals



## ELECTROLYTES

Electrolytes, such as sodium, potassium and chloride, are vital for maintenance of hydration, generating energy and contracting muscles, and are lost through sweat.

### ASSISTS WITH:

Muscle cramping, headache, extreme fatigue and muscle soreness

### FOODS HIGH IN ELECTROLYTES:

Mixed nuts, pretzels, lunch meat, sauces, sports drinks, potatoes and most fruit and vegetables



## VITAMIN C

Vitamin C plays a major role in tissue growth and repair, wound healing and bone maintenance and repair. Consuming adequate vitamin C will aid athletes in staying healthy and ready for game day.

### ASSISTS WITH:

Coughing, sneezing, aches, sore muscles and decline in athletic performance

### FOODS HIGH IN VITAMIN C:

Oranges, strawberries, broccoli, peppers, kale, Brussel sprouts, tomatoes, spinach and other fruits and vegetables



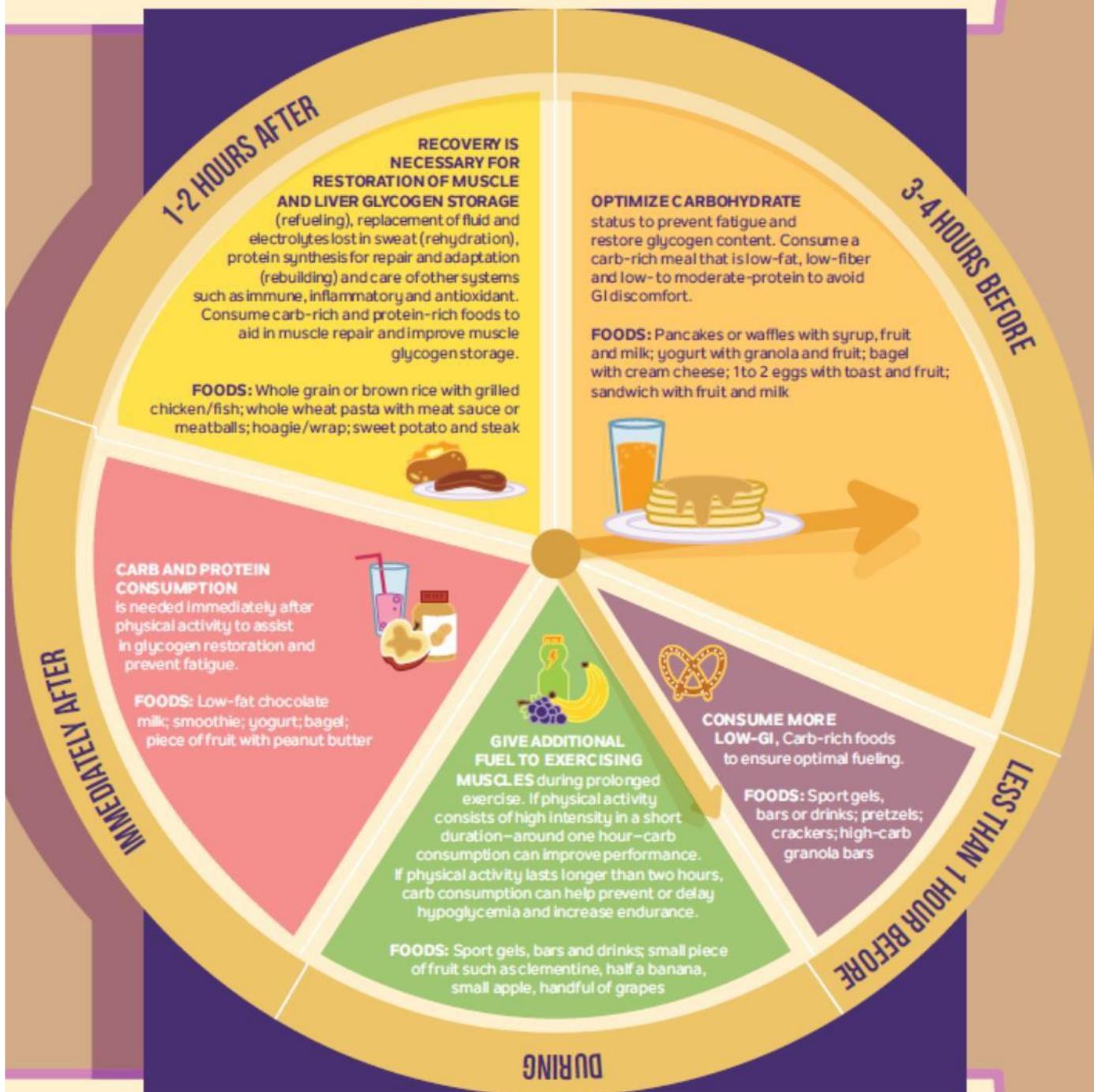
Sources: SCAN, Clinical Sports Nutrition, National Institutes of Health Office of Dietary Supplements, Sports Dietitians Australia, National Research Council

Contributors: Jennifer Doane, MS, RDN, CSSD, ATC, and Allison Vinciguerra, MS

Infographic provided by the National Athletic Trainers' Association

# CLOCKING NUTRITION

Timing is everything, even when it comes to nutrition. Consuming the proper foods at the right time will help with endurance and performance during workouts, practices and games.



**Sources:** SCAN, "Clinical Sports Nutrition" 5th edition, "Sports Nutrition: An Introduction to Energy Production and Performance," Journal of the International Society of Sports Nutrition

**Contributors:** Jennifer Doane, MS, RDN, CSSD, ATC, and Allison Vinciguerra, MS

Infographic handout provided by the National Athletic Trainers' Association

# Healthful Ways to MANAGE WEIGHT

Athletes often associate appearance and weight with performance. Sports such as wrestling, youth football, rowing and boxing use weight classifications to ensure healthy, safe and fair participation. With activities such as dance, distance running, gymnastics and cycling, the athlete's body composition is believed to influence their performance physically and aesthetically. While there are performance and health benefits associated with lean body mass and lower levels of body fat, there are negative outcomes associated with excessive weight loss.



**Unsafe weight management practices** can compromise athletic performance and negatively affect health.

**What is Unsafe?:** Engaging in problematic weight-control behaviors such as not eating, binge eating, purging, limiting caloric intake and restricting fluids.

**Athletes can feel pressured** to control their weight from various sources, such as parents, coaches, society and judging criteria, which can place them at risk of developing unrealistic weight goals and problematic weight-control behaviors.

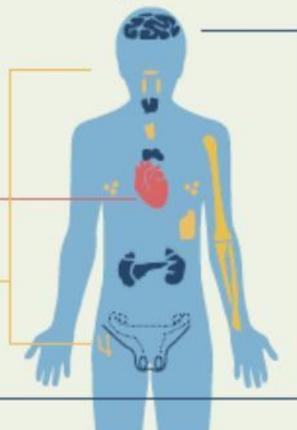
**Athletes who take unhealthy steps to manage their weight** can experience reductions in energy, aerobic performance, recall, visual understanding, reaction time and planning time.

**Extremely low-caloric diets can negatively impact the:**

**Cardiovascular system**

**Immune system**

**Endocrine system**



**There are healthy ways athletes can achieve their ideal weight and body composition.**

**Athletes should talk to their athletic trainer, family physician or a registered dietitian** about creating reasonable, individualized weight and body composition goals.

**A proper weight management plan** should include diet and exercise, and should be designed to meet the athlete's specific needs.



## Diet:

Caloric intake should be based on lean body mass, desired body composition, goal weight and sports or activity requirements.

- A healthy meal plan should include essential energy-producing nutrients—protein, carbohydrates and fats—and non-energy-producing nutrients—vitamins, minerals and water.
- A healthy diet should be maintained throughout the year.



## Exercise:

Weight and body composition adjustments ideally should occur before competitive seasons.

- During competitive seasons, focus on performance, strength, power and training intensity.
- During off-season preparatory periods, focus on physical conditioning, developing lean body mass, aerobic capacity and muscular endurance.

**Any body composition adjustments** should be gradual and shouldn't include any excessive restrictions or use of unsafe behaviors or products.

**The goal** should be to lose one to two pounds and no more than 1.5 percent body weight a week—a higher rate can indicate unsafe behaviors that can negatively affect performance and health.



# MATTERS OF THE HEART



## SUDDEN CARDIAC ARREST

- SCA is a condition in which the heart unexpectedly stops beating, halting blood flow to the brain and vital organs.
- SCA is usually caused by an electrical disturbance in the heart that disrupts pumping, while a heart attack is caused by a blockage of blood flow to the heart.
- SCA results in death if not treated within minutes.
- 2,000 patients under age 25 die of SCA every year in the U.S., the Center for Disease Control estimates.
- The cause of SCA in athletes is unknown, however, young athletes with underlying heart conditions are at greater risk during vigorous exercise.

## COMMOTIO CORDIS

- Commotio Cordis is caused by a blunt, nonpenetrating blow to the chest. It induces ventricular arrhythmia in an otherwise structurally normal heart.
- Commotio Cordis accounts for approximately 20 percent of sudden cardiac deaths in young athletes.

## PREPARING FOR CARDIAC EMERGENCIES

- Schools, clubs and sports facilities should have emergency action plans that include a response plan for SCA events.
- All facilities where sports are played should have automatic external defibrillators (AEDs) within 1-3 minutes.
- Schools, clubs and sports facilities should have someone on staff trained in CPR.
- When CPR is provided and an AED shock is administered within the first 3 to 5 minutes after a collapse, reported survival rates from cardiac arrest are as high as 74%.

## SCREENING ATHLETES FOR CARDIOVASCULAR ISSUES

- Athletes should undergo cardiovascular screening before athletic participation.
- A minimum standard of cardiovascular screening should include a comprehensive medical history, family history and physical exam.
- An electrocardiogram (ECG) can help identify underlying cardiac conditions that put athletes at greater risk. However, it's not a universal standard right now because of cost, physician infrastructure and sensitivity and specificity concerns.

## SIGNS AND SYMPTOMS OF CARDIAC ARREST IN ATHLETES

MALE ATHLETES	FEMALE ATHLETES
Chest, ear or neck pain	Center chest pain that comes and goes
Severe headache	Lightheadedness
Excessive breathlessness	Shortness of breath with or without discomfort
Vague discomfort	Pressure, squeezing, fullness
Dizziness, palpitations	Nausea, vomiting
Abnormal fatigue	Cold sweat
Indigestion, heartburn	Pain or discomfort in arms, back, neck, jaw or stomach

NOTE: Many young cardiac arrest victims have no symptoms until the cardiac arrest occurs.

Sources: NATA, Korey Stringer Institute, American Heart Association  
Infographic provided by the National Athletic Trainers' Association

# LIGHTNING

## DO'S & DON'TS

Late spring through early fall is a prime time for outdoor sports—it's also when lightning is most prevalent. Each year, an average of 25 million lightning flashes strike the ground in the United States, making lightning the most dangerous and frequently encountered thunderstorm hazard. Stay safe and active outdoors by following these lightning do's and don'ts.

- ✓ **DO** establish a chain of command and identify who makes the call to remove players from the field.
- ✓ **DO** designate a weather watcher to monitor the local weather.
- ✗ **DON'T** forget that lightning is most common from afternoon to early evening.
- ✓ **DO** postpone outdoor activities if a thunderstorm is eminent.
- ✓ **DO** identify a safe, fully enclosed building—such as a school, field house, library or other habitable building—to use if lightning begins.
- ✓ **DO** seek shelter in a fully enclosed metal vehicle, such as a school bus, car or van.
- ✗ **DON'T** evacuate to open structures including picnic, park, sun, bus, rain and shelters as well as storage sheds, tents, dugouts, refreshment stands, screened porches, press boxes and open garages.



- ✓ **DO** stand away from showers, sinks, locker rooms, indoor pools, appliances and electronics.
- ✗ **DON'T** stand near open water, on elevated areas or under tall objects, such as trees, poles and towers.
- ✓ **DO** allow individuals to head indoors to wait out the storm if they feel in danger.
- ✗ **DON'T** resume activities until 30 minutes after the last strike of lightning is seen and the last sound of thunder is heard.
- ✓ **DO** call EMS if someone suffers a lightning-related injury.
- ✓ **DO** move the victim with care indoors, if necessary.
- ✗ **DON'T** believe myths—lightning victims don't carry a charge; they're safe to touch.
- ✓ **DO** evaluate the airway breathing and circulation, and begin CPR, if necessary.



## AVOID THE BURN WHILE ENJOYING THE OUTDOORS

Whether you're spending the day at the ballpark, soccer fields or swimming pool, too much time in the sun can result in a skin injury, such as a sunburn. A sunburn is a sudden injury in which the skin becomes damaged from natural or artificial ultraviolet light exposure. If ultraviolet light exposure is excessive, long-term skin damage can occur. It is important for everyone to take proper precautions to protect themselves, especially children as studies have shown that most of all sun damage occurs before the age of 20.

## STAY SAFE WHILE ENJOYING THE SUN



**APPLY SUNSCREEN** with an SPF of 30 to dry skin 15 minutes before going outside.



(Use at least 1 ounce, or a shot glass amount, to cover exposed skin.)

No matter your skin tone, **APPLY SUNSCREEN GENEROUSLY** while outside, even when cloudy.



**USE A LIP BALM** with SPF 30, at least, to protect your lips.



**REAPPLY SUNSCREEN** every couple of hours and after swimming or excessive sweating.



Always **STAY HYDRATED**—the longer you're in the sun, the more dehydrated your skin and body will get.



**DON'T FORGET** to put sunscreen on those easy-to-forget areas such as the ears and scalp.



**WEAR SUNGLASSES** with UV protection.



If participating in a sport or activity, make sure your sunscreen is **SWEAT RESISTANT**.



**STAY IN THE SHADE** when possible.



**WEAR LARGE-BRIM HATS** when in the sun for extended periods of time.



After spending time in the sun, **APPLY ALOE VERA** or lotion to your skin, even if you don't have a sunburn.

# BEAT THE HEAT

Summer's high temperatures put student athletes at increased risk of heat illness. There are several types of heat illness. They range in severity, from heat cramps and heat exhaustion, which are common but not severe, to heat stroke, which can be deadly. Although heat illnesses can be fatal, death is preventable if they're quickly recognized and properly treated.

## DEHYDRATION AND HEAT ILLNESSES



As a rule-of-thumb, most athletes should consume 200 to 300 milliliters of fluid every

**15 MINUTES**  
OF EXERCISE.

It takes only **30 MINUTES** for cell damage to occur with a core body temperature of 105 degrees.



Currently, 13 states have heat-acclimatization policies, for secondary school athletics with New Jersey being the first.



Exertional heat stroke is one of the top three killers of athletes and soldiers in training.

- From 2010-15, 20 athletic heat stroke fatalities were reported.
- It takes seven to 14 days for a body to adapt to exercising in the heat.
- Dehydration at levels of 3 to 4 percent body mass loss can reduce muscle strength by an estimated 2 percent.

### SAFETY TIPS

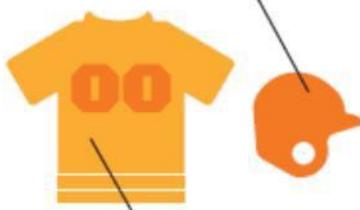


Have sports drinks on hand for workout sessions lasting longer than an hour.

Keep beverages cold – cold beverages are consumed 50 percent more than warm beverages.

Hydrate before, during and after activity.

Remove unnecessary equipment, such as helmets and padding, when environmental conditions become extreme.



Clothing worn by athletes should be light colored, lightweight and protect against the sun.

- For the first week or so, hold shorter practices with lighter equipment so players can acclimate to the heat.
- Follow a work-to-rest ratio, such as 10-minute breaks after 40 minutes of exercise.
- Get an accurate measurement of heat stress using a wet-bulb globe temperature, which accounts for ambient temperature, relative humidity and radiation from the sun.
- If someone is suffering from exertional heat stroke, remember to cool first and transport second.
- Have large cold tubs ready before all practices and games in case cold water immersion is needed to treat exertional heat stroke.

## SIGNS OF MINOR HEAT ILLNESS



Dizziness

Cramps, muscular tightening and spasms



Lightheadedness, when not associated with other symptoms

### EARLY WARNING SIGNS OF EXERTIONAL HEAT STROKE

Headache, dizziness, confusion and disorientation

Excessive sweating and/or flushing

Fatigue

Nausea and/or vomiting

Chills and/or goose bumps

## SIGNS OF EXERTIONAL HEAT STROKE



Core body temperature of more than 105 degrees



Signs of nervous system dysfunction, such as confusion, aggression and loss of consciousness



Increased heart rate

Rapid breathing

Seizures

Low blood pressure

Sources: Korey Stringer Institute, American Medical Society for Sports Medicine, NATA

# ENVIRONMENTAL COLD INJURIES

## SYMPTOMS:

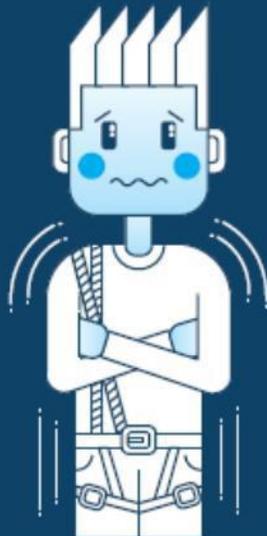
- **Mild:** Vigorous shivering, increased blood pressure, fine motor skill impairment, lethargy, apathy and mild amnesia
- **Moderate or severe:** No more of shivering, very cold skin, depress vital signs, impaired mental function, slurred speech, unconsciousness and gross motor skill impairment

## WHAT TO DO:

- Remove wet or damp clothing then insulate the body, including the head, with warm, dry clothing or blankets.
- Move the athlete to a warm shelter, protected from wind and rain.
- Apply heat only to the trunk and heat transfer areas of the body, such as armpits, chest wall and groin.
- Don't rewarm the extremities – it could send cold blood to the core and lead to a drop in core temperature, which may cause cardiac arrhythmias and death.
- Provide warm fluids and foods.
- Avoid applying friction massage to tissue, which can increase damage if frostbite is present.

## Hypothermia

OCCURS WHEN THE CORE BODY TEMPERATURE REACHES BELOW 95 DEGREES.



## SYMPTOMS:

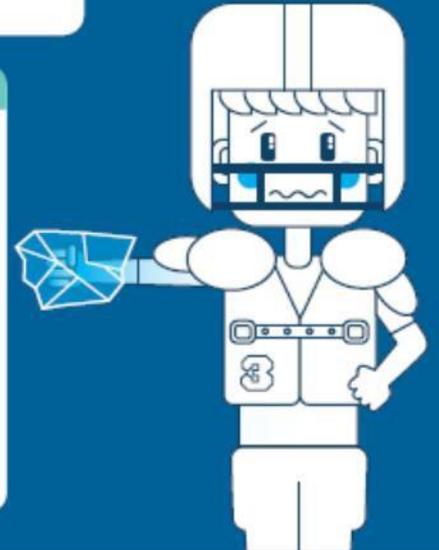
- **Mild:** Swelling, redness or mottled gray skin appearance, stiffness and momentary tingling or burning
- **Deep:** Edema, mottled gray skin appearance, tissue that feels hard and does not rebound, blisters and numbness or loss of sensation

## WHAT TO DO:

- Rule out the presence of hypothermia.
- Rewarm the tissue if there isn't a chance of refreezing.
- Immerse the affected tissue into a warm bath of gently circulating water for 15 to 30 minutes.
- Rewarming should be done slowly, so water temperature shouldn't exceed 98 degrees.
- Thawing will be complete when the tissue is pliable and color and sensation have returned.
- Note that rewarming can be painful, so a physician may prescribe pain medication.

## Frostbite

- THE FREEZING OF BODY TISSUE.
- A LOCALIZED RESPONSE TO A COLD, DRY ENVIRONMENT THAT CAN BE WORSENERD BY SWEAT COOLING THE TISSUE.



## SYMPTOMS:

Small red bumps, swelling, tenderness, itching and pain

## WHAT TO DO:

- Remove wet or constrictive clothing.
- Gently wash and dry the area.
- Elevate the area and cover with warm, loose, dry clothing or blankets.
- Don't disturb the blisters or apply friction massage.
- Avoid lotions, creams or high levels of heat.
- Avoid any weight bearing on the affected area.

## Chilblain

- A NONFREEZING INJURY OF THE EXTREMITIES.
- OCCURS WITH EXTENDED EXPOSURE TO COLD, WET CONDITIONS.



## SYMPTOMS:

Burning, tingling or itching, loss of sensation, bluish or blotchy skin, swelling, pain or sensitivity, blisters, skin fissures and maceration

## WHAT TO DO:

- Thoroughly clean and dry the feet.
- Apply warm packs or soak the affected area in warm water for approximately five minutes.
- Put on clean dry socks.
- Allow footwear to dry before reusing.

## Immersion Foot

- A NONFREEZING INJURY OF THE EXTREMITIES ALSO KNOWN AS "TRENCH FOOT."
- OCCURS WITH PROLONGED EXPOSURE TO COLD, WET ENVIRONMENTS.



## Staying warm, staying safe

- Wear insulated clothing that also allows moisture to evaporate.
- Dress in layers that can be adjusted with changes in the weather.
- Use external heaters.
- Take regular indoor breaks.

- Maintain a well-balanced diet
- Stay hydrated with water or sports drink.
- Have extra shoes, socks and gloves available to replace wet clothing.

- Athletes who are young, old, diabetic, women or African-American should take extra precaution as they are at greater risk.

Source: National Athletic Trainers' Association

# COVID-19 Infection Prevention and Control

SCPS will follow CDC, VDH, VDOE, and VHSL guidelines regarding the COVID-19 pandemic. These guidelines are subject to change throughout the year. Communication of any changes will be made as quickly as possible.

## COVID-19 Student/ Athlete Symptoms Checklist

Screening, monitoring and testing are essential components of limiting the spread of COVID-19. An important part of keeping schools and athletic teams healthy and safe is actively encouraging sick students to stay home.

**Use the questions below to assess your child's symptoms at home every day.**

1. Have you been exposed to someone with COVID-19 in the past 10 days?
2. Are you feeling ill?
3. Do you have a temperature greater than 100.0 F?
4. Do you have any of the following:
  - a. A new cough that cannot be attributed to another health condition?
  - b. A new shortness of breath that cannot be attributed to another health condition?
  - c. Difficulty breathing?
  - d. New chills that cannot be attributed to another health condition?
  - e. New muscle aches that cannot be attributed to another health condition or specific activity (such as physical exercise)?
  - f. A new sore throat that cannot be attributed to another health condition?
  - g. A new loss of taste or smell?
  - h. Fatigue/Weakness?
  - i. New congestion or runny nose?
  - j. Nausea?
  - k. Vomiting?
  - l. Diarrhea?

If you answered "Yes" to any of the questions above, your child should stay home.

**\*SCPS/VHSL STUDENT ATHLETICS & ACTIVITIES**  
**PARTICIPATION HANDBOOK**

**ALCOHOL, TOBACCO AND DRUG USE**

**ON/OFF SITE DRUG AND ALCOHOL VIOLATION CONSEQUENCES FOR**  
**STUDENTS PARTICIPATING IN EXTRACURRICULAR ACTIVITIES**

Tobacco, including vaping or the use of electronic cigarettes, drug, and alcohol violations on school grounds or while participating or attending a school-sponsored activity are subject to consequences outlined in School Board policies JFC/JFCF and related policies.

The following are disciplinary actions for all students participating in any extracurricular activities, which violate tobacco, including vaping or the use of electronic cigarettes, drug and/or alcohol use rules while off school property, and not involved in a school-sponsored activity. These disciplinary actions may also be used in conjunction with school board policy for on school property offenses.

**1st Offense:**

Student will be suspended from participation for 20% (not rounded up) of the season's competitions. If necessary, suspension from participation shall extend to a different season based on the timing of the violation. Practice participation is required during the suspension from competition. Event attendance, in daily school appropriate dress, is required. The completion of a school approved educational component is also required prior to further participation.

**2nd Offense:**

Student will be removed from participation for the remainder of the current semester and the following semester. Practice and/or event attendance is not permitted. The completion of a school approved educational component is also required prior to further participation.

**3rd Offense:**

Student will be permanently removed from participating in any extracurricular activities for the remainder of their career in SCPS.

**Violations for tobacco, drug/alcohol offenses are cumulative; they do not start over each school year and begin with a student athlete's participation beginning in middle school. These consequences apply to all participants of extracurricular teams, groups, clubs or activities. A school, team, group or club cannot establish rules or consequences that are contrary to those listed above.**

**We have received a copy of the SCPS/VHSL Student Athletics & Activities Handbook, overview information about COVID-19, and about MIS-C associated with COVID-19. We have read this handbook and we are aware of the information about concussions, expectations, rules and regulations, COVID-19, and MIS-C associated with COVID-19 as they apply to all SCPS/VHSL Athletics and Activities.**

Student Name: (PRINT) \_\_\_\_\_ (SIGNATURE) \_\_\_\_\_

Parent Name: (PRINT) \_\_\_\_\_ (SIGNATURE) \_\_\_\_\_

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

**\*This form must be turned in to the head coach or Athletic Director  
prior to participation.**