

ATHLETIC HANDBOOK & Code of Conduct

**2018-2019
Arsenal Tech High School**

Information for the Student-Athlete & Parents



**Office of Athletics
Arsenal Tech High School**

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The following forms must be completed and on file in the athletic office prior to participation:

1. Concussion Acknowledgement Form (new state required law) (form is on page 15)
2. Student Handbook & Code of Conduct Acknowledgement Form (form is on page 16)
3. IHSAA Eligibility Checklist Form (form is on page 17)
4. Current Physical Examination Form (current meaning within one calendar year)
5. Emergency Medical Form (yellow card)

INTRODUCTION

The purpose of this packet is to provide basic information and guidelines for students and parents as they participate and are involved with the athletic programs that are sponsored by the Indianapolis Public Schools.

Athletics at Arsenal Tech High School is governed by rules and regulations established by the North Central Conference (NCC) and the Indiana High School Athletic Association (IHSA). Documents, in total, from these organizations are not included in this packet. They are on file for reference in the athletic office.

Arsenal Tech Athletics Student Code of Conduct applies to all student-athletes. The Athletic Department's Athletic Code of Conduct details the expected conduct of its athletes as well as the consequences for failing to adhere to its policies.

This code is applicable to students in any athletic student activity. An athletic student activity is any activity that meets, performs or practices at times other than or in addition to the regular school day and school year. Activities that are required as part of the regular school curriculum are excluded.

The Athletic Department expects compliance with the provisions of this code during a calendar year in all activities they participate in. No student shall be allowed to participate in any activity until the code has been signed and turned in to the coach. On this date the student athlete will be bound by the Athletic Code of Conduct.

ELIGIBILITY

IPS recognizes the value of interscholastic extracurricular activities for students in grades 9-12 as an integral part of the total school experience. Since participation in interscholastic extracurricular activities is a privilege and not a right, students are expected to demonstrate competence in the classroom as a condition of participation.

Interscholastic extracurricular activities are defined as school-sponsored student activities involving more than one school or school district.

As a condition for the privilege of participating in interscholastic extracurricular activities, a student in grades 9-12 must have attained a minimum grade point average of a 2.0 on a 4.0 grading scale based on the previous 9 weeks/Quarter grading period.

All students in Interscholastic Extracurricular activities will be required to meet eligibility on a weekly basis. During the season of participation Student Athletes will be required to provide the information contained in the one page grade summary from the student's Progress Book account that includes their current grades for all classes currently enrolled in. Student Athletes are required to provide this information to their coach on each Wednesday. Any student receiving 2 or more F's/failing will be ineligible the following week.

In addition, students participating in any program sanctioned by the Indiana High School Athletic Association (IHSAA) must also comply with all eligibility requirements established by the Association. In order to be eligible, a high school student must have passed a minimum of 80% of courses or the equivalent in the immediately preceding grading period. The courses may be a combination of high school and college courses.

Failure to comply with the grading period eligibility requirements results in extracurricular interscholastic ineligibility for the succeeding grading period.

Student Athletes must review the Checklist for Eligibility Form at the end of this Handbook in order to sign the form and turn it in to your coach.

INTERSCHOLASTIC SPORTS

Arsenal Tech High School sponsors competition in the following sports:

FALL SEASON SPORTS

Boys Cross Country	Varsity, Reserve
Girls Cross Country	Varsity, Reserve
Football	Varsity, Reserve, Freshmen
Boys Golf	Varsity
Girls Golf	Varsity
Boys Soccer	Varsity, Reserve, Freshman A & B
Girls Soccer	Varsity, Reserve
Girls Tennis	Varsity, Reserve
Volleyball	Varsity, Reserve, Freshman

WINTER SEASON SPORTS

Boys Basketball	Varsity, Reserve, Freshmen
Girls Basketball	Varsity, Reserve, Freshmen
Boys Swimming	Varsity, Reserve
Girls Swimming	Varsity, Reserve
Wrestling	Varsity, Reserve

SPRING SEASON SPORTS

Baseball	Varsity, Reserve
Softball	Varsity
Boys Tennis	Varsity
Boys Track	Varsity
Girls Track	Varsity

OTHER ATHLETIC

ACTIVITIES Cheerleading –

Football	Varsity, Reserve, Freshmen
Cheerleading – Girls Basketball	Varsity
Cheerleading - Boys Basketball	Varsity, Reserve, Freshmen
Cheerleading – Competition	Varsity
Boys & Girls Indoor Track -	Club
Boys & Girls Rugby -	Club
Co-Ed Boxing -	Club

ATHLETIC CODE OF CONDUCT

This Code of Conduct follows the Indianapolis Public Schools Code of Conduct and the Student Code of Conduct. The Athletic Code of Conduct pertains to Extra-curricular participation and in no way does it ever replace, contradict or supersede any interpretations or replace any board policy.

LIFETIME OF CODE

All students that participate in athletics will be considered “athletes” and bound by the Athletic Code of Conduct beginning with the date the code has been signed and turned in to their coach/advisor. No student shall be allowed to participate in any activity with a group/team until this has been turned in. Once a student has become an official member of a group/team they shall be bound by the Code of Conduct for a calendar year in all activities they participate. Being an official member is defined as participating in any organized group activity. If the athlete is trying out for a group with limited numbers (i.e. “cuts “occur) and are “cut” they no longer will be considered as having been an official member of that group.

EXPECTED BEHAVIORS

Athletes representing Arsenal Tech must realize that their conduct reflects on themselves, their team, their school, and their community. Therefore, all Arsenal Tech athletes shall:

- Maintain academic eligibility.
- Maintain athletic eligibility.
- Sign and return the acknowledgement of the Athletic Policy.
- Display a high standard of social behavior.
- Display proper sportsmanship in defeat, as well as in victory at all sporting events, as a participant or as a spectator.
- Respect authority – parents, officials, teachers, coaches, administrator and others.

- Exhibit a proper spirit of cooperation.
- Demonstrate a dedication to hard work and training.
- Display proper behavior both in and out of school.
- Exemplify good citizenship and serve as good role models

SEASON-SPECIFIC RULES

If a participant violates one or more of the following rules, the student may be denied the privilege of participation. Denial of participation will be for a period not to exceed the ending date of that activity.

- unexcused absence from team activities;
- verbal and /or physical abuse to members of the athletic staff or members of the team;
- violation of established and posted coaches' rules;
- behavior detrimental to the image of interscholastic athletics of Indianapolis Public Schools

EJECTIONS FOR ATHLETIC CONTEST

We will always have great Sportmanship before, during and after all Athletic Contest. For any player that is ejected from an athletic event, we will follow the IHSAA rules for ejections. It will also be reviewed by the Athletic Director and Principal to see if additional suspensions are warranted. The school reserves the right to add additional suspensions to a student athlete. The school administration reserves the right to add additional school consequences and/or removal from the student athletes sport.

VIOLATIONS OF FEDERAL, STATE AND MUNICIPAL LAWS

Student-athletes may not violate any federal, state, or municipal law or ordinance governing conduct and must comply with school rules and regulations properly established for the efficient operation of the school. No student shall commit an act in violation of the Indiana Criminal Law, Indiana Traffic Code, or the Indiana Juvenile Code.

In the Board of Education Policy, under the Student Code of Conduct Section, the rules and regulations dealing in the areas of narcotics, alcoholic beverages and illegal drugs are described as the following: (09, 10, 11 are Indiana Department of Education disciplinary codes and definitions)

09 Uses, Possession, Sale, or Distribution of Tobacco Products

The use, possession, sale, or distribution of tobacco products on school property or at a school related function is prohibited. This includes smokeless tobacco.

10 Uses, Possession, Sale, or Distribution of Intoxicating Alcoholic Beverages

The use, possession, sale, or distribution of intoxicating alcoholic beverages on school property or at a school related function is prohibited.

11 Uses, Possession, Sale, or Distribution of Drugs Other Than Tobacco or Alcohol

The use, possession, sale, or distribution of any controlled drug other than prescription medication that has been administered in accordance with the district's policies on school property or at school related functions is prohibited.

School Board Policy

No student shall possess, transmit, conceal, offer for sale, consume, show evidence of having consumed or used any alcoholic beverages, illegal drugs, unprescribed drugs, look-alike drugs or any mind-altering substances while on school grounds or facilities or school-sponsored events; in other situations under the authority of the district or in school-owned or school-approved vehicles. Included in this prohibition are any substances represented as a controlled substance, nonalcoholic beers, steroids, tobacco and tobacco products and drug paraphernalia.

Students found in violation of this policy will be subject to disciplinary action as described within the student code of conduct up to and including expulsion and referral for prosecution. A reduction in penalty may be granted if the student receives professional assistance. Professional assistance may include but not be limited to an alcohol/drug education program; assessment with follow-through based on the assessment findings, counseling, outpatient treatment, or inpatient treatment. Students who need to take prescription or nonprescription medications must adhere to the policies described within the student handbook.

CONSEQUENCES (note: the following are athletic consequences. School and district codes may also be imposed if infractions are committed.)

INFRACTION PROCEDURE

All alleged infractions will be referred to the Athletic Director. He/she will determine if an infraction has occurred. If it is determined that an infraction has occurred it is the Athletic Director's responsibility to notify the athlete, the athlete's parents, and the athlete's coaches and/or directors. The High School Principal will also be notified.

HAZING AND BULLYING (Harassment, Intimidation and Dating Violence)

The Indianapolis Public Schools City School Board Policy clearly states that any student is strictly prohibited against hazing, bullying behavior and/or dating violence and that such conduct may result in disciplinary action, including suspension and/or expulsion. Hazing means doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Bullying, harassment and intimidation is an intentional written, verbal, electronic or physical act that a student has exhibited toward another particular student more than once. The intentional act also includes violence within a dating relationship. The behavior causes mental or physical harm to another student and is severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment. Any student athlete that violates these rules will be disciplined through the schools process and will jeopardize their privilege of participation in Athletics at Arsenal Tech High School.

TECHNOLOGY AND SOCIAL NETWORKING SITES

Student-athletes are responsible for information contained in their written or electronic transmissions (e.g. email) and any information posted on a public domain (e.g. internet, chat room, Facebook, YouTube, Instagram, Snapchat, etc.). Inappropriate or embarrassing information or pictures should not be posted in any public domain. Student-athletes are not precluded from participation in such online social network sites; however, student-athletes should be reminded that they serve as representatives of Arsenal Tech High School. Any individual that is identified on a social networking site which depicts illegal or inappropriate behavior will be disciplined through the schools process and will jeopardize their privilege of participation in Athletics at Arsenal Tech.

DRUGS & ALCOHOL CONSEQUENCES

First Offense:

The athlete will not participate in the next contests/events, beginning with the first contest/event in which he/she would participate after determination that an infraction has occurred, equal to 20% of the number of regular scheduled contests/events. The athlete will be permitted to practice during the time period of his/her extra-curricular suspension. If the student is suspended from school, a student must follow the Student Code of Conduct. The athlete's reinstatement and eligibility will be determined by the Athletic Director.

OR:

The number of contests/events to be suspended from can be reduced to 10% if a student receives professional assistance. Refer to School Board Policy. The Athletic Director must receive documentation from the program that is being used. The expense of the program will be the responsibility of the athlete.

Second Offense:

The athlete will not participate in any Arsenal Tech High School extra-curricular activity for one calendar year from the date of determination that a second infraction has occurred. The athlete will not be permitted to practice or take part in any extra-curricular events during this time period. The athlete's reinstatement and eligibility will be determined by the Athletic Director. OR:

The suspension can be reduced to 6 months if the athlete agrees to receive and complete professional assistance. Refer to School Board Policy. This athlete must also complete community service hours that will be determined at that time. The athletic director must receive documentation from the programs being used. The expense of the programs will be the responsibility of the athlete.

Third Offense: (and subsequent offenses)

The athlete will not be eligible for further participation in any Arsenal Tech High School extra-curricular activities for the remainder of their entire school career.

TOBACCO CONSEQUENCES

IPS Board Policy prohibits the smoking, use or possession of tobacco in any form including, but not limited to, cigarettes, bidi, clove cigarettes, alternative nicotine products, electronic cigarettes and any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff in any form. This is prohibited by any student in any area under the control of the District or at any activity supervised by any school within the District.

APPEALS

Student Athletes appealing a decision must follow the Due Process procedures in place.

DUE PROCESS

Sound and fair procedures in the area of athletics suggest that the coaches and the administration provide athletes with an opportunity to explain themselves and circumstances related to the misconduct. An athlete and/or parents wishing to appeal a penalty or decision may do so by adhering to the step-by-step procedure listed below:

1. A conference with the head coach of the sport.
2. A conference with the athletic director or designee.
3. A conference with the school principal or designee.

ATTENDANCE

Regular and prompt attendance to all athletic activities, that the student is currently participating in, is necessary for the following reasons:

1. It is vital for safety to the individual in terms of conditioning, strength development and the treatment of injuries.
2. It develops sound habits and discipline.
3. It is vital for team morale and discipline.
4. It is vital for continuity in the program in terms of player development and enhancement of the learning process.

Students not attending at least **three** classes during the day of a scheduled activity will not be allowed to participate in any athletic function during that day. This includes both excused and unexcused absences.

Valid Absence Reasons

1. Illness -- verified by:
Doctor's note*
 - a) Parent contact
 - b) Coaches' awareness

If you are under a physician's care or saw a physician due to an injury, you **MUST have a written release from the doctor in order to return to practice/games/contests. A verbal release from the doctor is **NOT** acceptable.*

2. Death in family or close friend -- verified by:
 - a) Responsible adult contact
 - b) Coaches' awareness
3. Parental needs -- verified by:
 - a) Parent contact (vacation, religious holidays, needed at home, etc.)
 - b) It is to be expected that parents, knowing the time demands and schedule of a sport, will cooperate in keeping these types of absences to a minimum.
4. School related activities, field trips, campus visitations, etc. Verified by:
 - a) Responsible adult contact
 - b) Coaches' awareness
5. Unusual circumstances or events beyond the control of the student.
 - a) Validity of such absences will be determined by a principal of that school or the athletic director.
 - b) This includes practices as well as games. Students missing three periods or more on a day preceding a Saturday or holiday period *will not* be permitted to participate during those times
 - c) Absences other than the aforementioned are considered invalid and unexcused. Coaches will refer to their team rules in regards to the penalties for unexcused absences.

CHANGING SPORTS

Before the first scheduled game:

An athlete who drops out of a sport before the first scheduled game will be allowed to join another team with the permission of the coach of the team being joined. Communications between both coaches should occur so there is understanding of the reason for change and so that all obligations toward the original team are discharged.

After the first scheduled game:

An athlete who drops out of a sport after the first scheduled game would be allowed to join another team only with the **complete** agreement and permission of both coaches.

This restriction can also include conditioning workouts for the next sport's season that the athlete may be interested in joining. (This restriction would last only for the season that the athlete quits)

Student Athletes are encouraged to engage in multiple Extracurricular and Cocurricular activities. When activities conflict, proper time management must be exercised.

LOST EQUIPMENT

An athlete assumes the responsibility of returning issued equipment in reasonably good condition upon request by the coach.

The following procedures can be put into effect should the equipment not be returned.

1. A bill from either the coach or the athletic department can be presented to the athlete and/or parents.
2. Athletes owing either money or equipment will not be allowed to participate in other sports until their obligation is paid.
3. If at the end of their athletic career at Indianapolis Public Schools the athlete still owes money or equipment, a copy of the obligation may be attached and become part of that person's permanent record until such debt is paid.

OFFICIAL TEAM FUNCTIONS

Any official Team Function that is organized and identified as such, MUST HAVE A SPONSOR OR COACH PRESENT.

PLAYING TIME

Playing time will be at the discretion of each coach. There is no guarantee as to what level you will participate from year to year. Just because you were on Varsity last year, that does not automatically carry over into the next year.

ATHLETIC INJURY GUIDELINES

1. Athletes are to first report practice injuries to the coach and then to the athletic trainer. All injuries and health concerns must be reported to the athletic trainer. Medical referral will be coordinated through the training staff.
2. In the absence of the trainer, the coach will initiate early first aid care. The coach will notify the trainer of all injuries.
3. A team physician whose specialty is sports medicine and sports injuries is available for athletes to be referred to.
4. Injured athletes are expected to continue attendance to practice and games during the treatment and recovery period.
5. Parents are encouraged to contact the training staff regarding any questions or concerns relating to their child's injury and care.
6. All athletes missing practices or games due to injury or illness must notify the coach directly prior to that practice or game.
7. Game dress for injured athletes will be directed by each head coach.
8. Written release from a physician must be provided before the athlete is to return to play.

Any athlete who has been denied participation by a physician will not be permitted to practice or play in a game/event until a physician's release has been granted in writing. The Board of Education contracted Athletic Trainer has the authority to deny participation to an injured athlete. A coach, parent, or athlete cannot override a physician's or the Athletic Trainer's denial of participation for injury.

AWARDS SYSTEM

An athlete who has met criteria established by the athletic department will receive a designated award at the end of each sport's season. All participants in grades seven through twelve will receive an appropriate awards certificate upon recommendation of the coach.

High School

Ninth Grade: A set of three inch numerals depicting the scheduled graduation year of the athlete will be awarded at the conclusion of their first sports season. Certificates will be awarded for participation in all other sports.

Stat Award: A gold stat pin can be awarded to a statistician for the first sport served, regardless of grade. Gold service bars will be awarded for all other years of service.

Special Awards: Upon a recommendation of the coach, awards for Most Valuable, Most Improved and Coaches' Award may be awarded to selected athletes. These awards will be a specified type and will be the only special award provided by the athletic department.

Reserve or JV Letter:* Upon recommendation of the coach, a five inch, green on white, block letter "T", differing in some style from the varsity letter, will be awarded to those athletes who competed in interscholastic competition but did not earn a varsity letter. An appropriate cloth sports symbol is also awarded. A cloth year bar is given for the second year an athlete competed but did not earn a varsity award. **Only one Reserve or JV letter is awarded**

Varsity Letter:* Upon recommendation of the coach, a six inch, green on white block "T" will be awarded to those athletes who competed and earned a varsity award for the first time. A metal sports pin, depicting the sport in which the award was earned is also given. Those athletes earning a varsity award for the second, third or fourth year in the same sport will be awarded a gold bar. **Only one Varsity letter is awarded**

Senior Participation 4 Year Award: Any athlete that participated all 4 years in the same sport will receive a medal.

Senior 4 Year Varsity Letter Award: Any athlete that earned Varsity Letter ALL 4 years will receive a Plaque.

Senior Athletic Plaques: These plaques are of a specified type and are provided by the athletic department. They are awarded to seniors who have earned at least two varsity letters, one of which was earned their senior year. These plaques will be awarded at an appropriate occasion in the spring of each year. These awards have traditionally been given at the annual Senior Breakfast.

NOTE: Managers and student trainers can be given gold manager or trainer pins upon the recommendation of the head coach of the sport or the athletic trainer.

* Criteria for earning a letter will be included with the coaches' rules. Among the criteria are:

- The athlete's coach must recommend that he/she receive an award.
- The athlete must be a member of the team at the end of the season.
- Athletes removed from the squad for reasons such as violation of Indianapolis Public Schools policies, athletic department policies, coaches' rules, IHSAA rules, academic ineligibility, or a second ejection from a contest (per IHSAA regulations) will be ineligible for any post-season awards.

TRANSPORTATION

The following rules are in effect for all athletes riding to and from games or any school sponsored event:

1. All athletes will ride to and from games or school sponsored event on Board of Education approved transportation. The only exception will be if the parent contacts the coach before the event about extenuating circumstances. Such circumstances would be:
 - a.) An appointment for the athlete that could not be met time-wise if the athlete returned on the bus.
 - b.) The parent is planning to stay in the area where the contest was held.
 - c.) An emergency at home - coach will use his/her discretion.
2. No athlete may ride to or from a contest or school sponsored event with a parent other than his or her own even if they met the circumstances in rule #1.
3. No athlete may ride to or from a contest or school sponsored event with a friend or relative, other than parent or guardian, even if they meet the circumstances in rule #1.

CONCUSSIONS

Indiana Department of Health Concussion Information Sheet for Interscholastic Athletics

This information sheet is provided to assist you and your child in recognizing the signs and symptoms of a concussion. Every athlete is different and responds to a brain injury differently, so seek medical attention if you suspect your child has a concussion. Once a concussion occurs, it is very important your athlete return to normal activities slowly, so he/she does not do more damage to his/her brain.

What is a Concussion?

A concussion is an injury to the brain that may be caused by a blow, bump, or jolt to the head. Concussions may also happen after a fall or hit that jars the brain. A blow elsewhere on the body can cause a concussion even if an athlete does not hit his/her head directly. Concussions can range from mild to severe, and athletes can get a concussion even if they are wearing a helmet.

Signs and Symptoms of a Concussion

Athletes do not have to be "knocked out" to have a concussion. In fact, less than 1 out of 10 concussions result in loss of consciousness. Concussion symptoms can develop right away or up to 48 hours after the injury. Ignoring any signs or symptoms of a concussion puts your child's health at risk!

Signs Observed by Parents of Guardians

- " appears dazed or stunned
- " is confused about assignment or position
- " Forgets plays
- " is unsure of game, score or opponent
- " Moves clumsily
- " Answers questions slowly
- " Loses consciousness (even briefly)
- " Shows behavior or personality changes (irritability, sadness, nervousness, feeling more emotional)
- " can't recall events before or after hit or fall

Symptoms Reported by Athlete

- " Any headache or "pressure" in head (How badly it hurts does not matter)
- " Nausea or vomiting
- " Balance problems or dizziness
- " Double or blurry vision
- " Sensitivity to light and/or noise
- " Feeling sluggish, hazy, foggy or groggy
- " Concentration or memory problems
- " Confusion
- " Does not "feel right"
- " Trouble falling asleep

• Sleeping more or less than usual

Be Honest

Encourage your athlete to be honest with you, his/her coach and your health care provider about his/her symptoms. Many young athletes get caught up in the moment and/or feel pressured to return to sports before they are ready. It is better to miss one game than the entire season... or risk permanent damage!

Seek Medical Attention Right Away

Seeking medical attention is an important first step if you suspect or are told your child has a concussion. A qualified health care professional will be able to determine how serious the concussion is and when it is safe for your child to return to sports and other daily activities.

• No athlete should return to activity on the same day he/she gets a concussion.

• Athletes should NEVER return to practices/games if they still have ANY symptoms.

• Parents and coaches should never pressure any athlete to return to play.

The Dangers of Returning Too Soon

Returning to play too early may cause Second Impact Syndrome (SIS) or Post-Concussion Syndrome (PCS). SIS occurs when a second blow to the head happens before an athlete has completely recovered from a concussion. This second impact causes the brain to swell, possibly resulting in brain damage, paralysis, and even death. PCS can occur after a second impact. PCS can result in permanent, long-term concussion symptoms. The risk of SIS and PCS is the reason why no athlete should be allowed to participate in any physical activity before they are cleared by a qualified health care professional.

Recovery

A concussion can affect school, work, and sports. Along with coaches and teachers, the school nurse, athletic trainer, employer, and other school administrators should be aware of the athlete's injury and their roles in helping the child recover.

During the recovery time after a concussion, physical and mental rest is required. A concussion upsets the way the brain normally works and causes it to work longer and harder to complete even simple tasks. Activities that require concentration and focus may make symptoms worse and cause the brain to heal slower. Studies show that children's brains take several weeks to heal following a concussion.

Returning to Daily Activities

1. Be sure your child gets plenty of rest and enough sleep at night – no late nights. Keep the same bedtime weekdays and weekends.

2. Encourage daytime naps or rest breaks when your child feels tired or worn-out.

3. Limit your child's activities that require a lot of thinking or concentration (including homework, video games, texting, computer, driving, job-related activities, movies, parties). These activities can slow the brain's recovery.

4. Limit your child's physical activity, especially those activities where another injury or blow to the head may occur.

5. Have your qualified health care professional check your child's symptoms at different times to help guide recovery.

1. Your athlete may need to initially return to school on a limited basis, for example for only half-days, at first. This should be done under the supervision of a qualified health care professional.
2. Inform teacher(s), school counselor or administrator(s) about the injury and symptoms. School personnel should be instructed to watch for:
 - a. Increased problems paying attention
 - b. Increased problems remembering or learning new information
 - c. Longer time needed to complete tasks or assignments
 - d. Greater irritability and decreased ability to cope with stress
 - e. Symptoms worsen (headache, tiredness) when doing school work
3. be sure your child takes multiple breaks during study time and watch for worsening of symptoms.
4. If your child is still having concussion symptoms, he/she may need extra help with school-related activities. As the symptoms decrease during recovery, the extra help or supports can be removed gradually.

Returning to Play

1. Returning to play is specific for each person, depending on the sport. IHSAA policy requires written permission from a health care provider before an athlete can return to play. Follow instructions and guidance provided by a health care professional. It is important that you, your child and your child's coach follow these instructions carefully.
2. Your child should NEVER return to play if he/she still has ANY symptoms. (Be sure that your child does not have any symptoms at rest and while doing any physical activity and/or activities that require a lot of thinking or concentration).
3. be sure that the athletic trainer, coach and physical education teacher are aware of your child's injury and symptoms.
4. Your athlete should complete a step-by-step exercise-based progression, under the direction of a qualified healthcare professional.
5. A sample activity progression is listed below. Generally, each step should take no less than 24 hours so that your child's full recovery would take about one week once they have no symptoms at rest and with moderate exercise.

***Sample Activity Progression* (The contracted training staff for Indianapolis Public Schools Athletics has a required Protocol that they must follow.)**

- Step 1: Low levels of non-contact physical activity provided NO SYMPTOMS return during or after activity. (Examples: walking, light jogging, and easy stationary biking for 20-30 minutes).
- Step 2: Moderate, non-contact physical activity, provided NO SYMPTOMS return during or after activity. (Examples: moderate jogging, brief sprint running, moderate stationary biking, light calisthenics, and sport-specific drills without contact or collisions for 30-45 minutes).
- Step 3: Heavy, non-contact physical activity, provided NO SYMPTOMS return during or after activity. (Examples: extensive sprint running, high intensity stationary biking, resistance exercise with machines and free weights, more intense non-contact sports specific drills, agility training and jumping drills for 45-60 minutes).
- Step 4: Full contact in controlled practice or scrimmage.
- Step 5: Full contact in game play.

*If any symptoms occur, the athlete should drop back to the previous step and try to progress again after a 24 hour rest period.



Indiana Department of Health Concussion Information Sheet

Acknowledgement of Having Received the “Indiana Department of Health’s Concussion and Head Injury Information Sheet”

By signing this form, as the parent/guardian/care-giver of the student-athlete named below, I acknowledge receiving a copy of the concussion and head injury information sheet prepared by the Indiana Department of Health as required by section 3313.539 of the Revised Code.

I understand concussions and other head injuries have serious and possibly long-lasting effects.

By reading the information sheet, I understand I have a responsibility to report any signs or symptoms of a concussion or head injury to coaches, administrators and my student-athlete’s doctor.

I also understand that coaches, referees and other officials have a responsibility to protect the health of the student-athletes and may prohibit my student-athlete from further participation in athletic programs until my student-athlete has been cleared to return by a physician or other appropriate health care professional.

Athlete _____ Date _____

Parent/Guardian _____ Date _____



STUDENT HANDBOOK & CODE OF CONDUCT

2018-2019

Acknowledgement Form

Arsenal Tech

Office of Athletics

By signing below, we acknowledge that we have read and are aware of the rules and regulations that govern the conduct of the students who participate in any sports program at Arsenal Tech High School.

We agree to abide by and support the rules as established by the coach of this sport, the Arsenal Tech Athletic Department, the Indianapolis Public Schools Board of Education and the Indiana High School Athletic Association.

Student's Printed Name

**2018-19
School Year**

Student's Signature

Date

Parent/Guardian's Printed Name

Parent/Guardian's Signature

Date



IHSAA ELIGIBILITY CHECKLIST FORM

For High School Students Enrolled In IHSAA Member Schools

Before you play, you must be eligible. Please review the following checklist of some key eligibility points with your parents. Unchecked boxes will likely mean you are NOT eligible. For questions, see your principal or athletic administrator.

- I am officially enrolled in an IHSAA member high school or participating in accordance with state law.
- I have successfully passed 70% of the full credit subjects or the equivalent that a student can take in your previous grading period. Semester grades take precedence.
- I am currently enrolled in 70% of the full credit subjects or the equivalent that I can take.
- Both of my parents live in Indiana (or the parent with custody, due to divorce or having never been married, lives in Indiana).
- I have not changed schools without a corresponding move by my parents or legal guardian or by qualifying for one of the exceptions to the IHSAA transfer regulation.
- If I have changed schools (transferred), I have followed up with my new school to ensure that all proper forms (if applicable) have been submitted to the IHSAA Office.
- I have not been enrolled in high school for more than eight semesters from your 9th grade year.
- I understand I will become ineligible once I turn 20 years old prior to or on the scheduled date of the IHSAA state tournament in a sport.
- I have not received an award, equipment or prize that was not approved by your high school principal or the IHSAA. I have not accepted any money or merchandise directly or indirectly from athletic participation; nor have I signed as a professional contract in that sport.
- I am competing under my true name and have provided my school with my correct home address.
- I have not competed in a mandatory open gym/facility, conditioning or instructional program.
- I have not been coached or provided instruction by a school coach in a team sport other than during my sport season, during an instructional period approved by the IHSAA.
- I am not competing on a non-school team or in non-school competition as an individual during my school team's season in the same sport.
- I have not been recruited for athletic purposes to attend this school.
- I am not using anabolic steroids or other performance-enhancing drugs.
- I have had a physical examination within the past year and it is on file at my school.
- I have not accepted awards, medals, recognitions, gifts and honors from colleges/universities or their alumni.
- My parents and I have signed the IHSAA Authorization Form and the IHSAA Eligibility and Authorization Statement, and they are on file at my school.

Student Printed Name

Parent/Guardian Printed Name

Student Signature

Parent/Guardian Signature

Student Date

Parent/Guardian Date