



**ST. BENEDICT  
ATHLETIC CLUB  
HANDBOOK**

## **MISSION STATEMENT**

The St. Benedict Athletic Program provides a competitive sports program as an extension of St. Benedict Church. Participants will learn the fundamentals of each sport and be given the opportunity to develop strong, healthy, and disciplined minds and bodies through the Church mission as being called to Christian Community, and the gift of hospitality to welcome the stranger and sharing joys and sorrows by gaining from each other and from the Lord. Participants will also develop a sense of good sportsmanship, fair play and team spirit.

## **PHILOSOPHY**

St. Benedict Athletic Club is concerned with the development of the WHOLE person – the religious, moral, social, and academic dimensions, as well as, physical development. We believe that participation in athletics is an important part of student development. Through participation in the St. Benedict Athletic Programs, students may develop life-long skills and positive values. These values included leadership, healthful living habits, self-discipline, integrity, teamwork, respect for rules and regulations, and the ability to participate with dignity and grace.

## GOALS

In defining a clear sense of purpose for the St. Benedict Athletic Program, the following GOALS have been established:

To teach the basic skills at the early grades and to give each player an equal opportunity to learn and enjoy the game. As players grow and mature, the focus shifts to putting a competitive team on the floor to represent St. Benedict Parish.

To ensure that a consistent set of fundamental skills is taught at each level.

The Athletic Board and Coaches have agreed upon and approved the following guidelines regarding participation in our Athletic Program. Therefore, we will adhere to the following:

- |  |  |
|--|--|
| 4 <sup>th</sup> /5 <sup>th</sup> /6 <sup>th</sup> grades | every player who adheres to team rules is assured of playing at least half of the games. This may not apply in tournament or playoff situations. |
| 7 <sup>th</sup> /8 <sup>th</sup> grades                  | St. Benedict will attempt to put the most competitive team on the floor. Although we try and play all players, NO playing time is guaranteed.    |

The guidelines above are the starting point in determining playing time at each level and will be adhered to as closely as possible. Playing at each level will be affected by the following exceptions:

- 1) Excessive absences from practices/games
- 2) Unsportsmanlike conduct before, after and during games or practices
- 3) Disciplinary reasons
- 4) The number of players on the team. Teams with large rosters (12 or more) will have to adjust the above guidelines accordingly. This is up to the discretion of the coach and approval by the director(s).
- 5) Academic performance is unsatisfactory

The above exceptions put the player and team at a disadvantage in terms of overall development.

### Player Development:

The goal of the athletic program is to ensure that a specific set of fundamentals is taught at each level. The goal is to ensure that each player progresses to the next level; they will possess the skills necessary to compete.

Each level will have standards defined as to which skills are necessary to progress to the next level.

- Developing sportsmanship
- Giving students the experience of being part of a team
- Developing school spirit and team spirit
- Helping students develop strong, healthy, and disciplined minds and bodies
- Helping students maintain good health through physical fitness
- Encouraging values of self-discipline, fair play, and cooperation
- Teaching the proper attitude toward winning, losing and competing with dignity.

### **RESPONSIBILITY FOR THE ATHLETIC PROGRAM**

Since the St. Benedict Athletic Program is an extension of the St. Benedict Church, the Athletic Program is subject to the authority of the pastor by virtue of his office (Archdiocesan Policy).

The pastor is the primary authority over the Athletic Program. The Athletic Program here at St. Benedict is a parish-sponsored sports program. (A parish-sponsored program is one that welcomes all children of parishioners attending either St. Benedict School or the Religious Education Program).

## ATHLETIC BOARD

The Athletic Board shall consist of a President, Vice President, Secretary, Treasurer, and the Coordinators for each of the following sports: soccer, cheerleading, girls' basketball, boys' basketball, girls' volleyball, and boys' volleyball.

Each member of the Athletic Board has one vote. Voting members are comprised of the four Officers, and the Coordinator of each sport. (If an officer is also a coordinator, the person only has one vote. If a sport has more than one coordinator, there can only be one vote from that sport.)

The Athletic Board has meetings once a month throughout the school year. All board members must make every attempt to attend all meetings (or send a representative) and any "special" ones called, if necessary. The Athletic Board meets on the first Wednesday of each month in the Gym Kitchen. Changes will be communicated ahead of time.

All Board Members, Coordinators of each sport, and coaches and assistant coaches must fill out a volunteer application, a criminal background check, and attend a Virtus training sessions. A CANTS form is required as well.

The President has the following responsibilities:

- Administer the approved budget
- Present to the Board, a Coordinator to represent each sport
- Chair or appoint delegate for pre-season meetings with coaches to schedule gym times, practices or games
- Prepare agendas for monthly meetings
- Conduct monthly meetings
- Manage gym keys
- Manage registrations
- Organize fundraisers

The Vice-President has the responsibility for replacing the President in his/her absence.

- To averse the concession stand

The Secretary has the following responsibilities:

- Takes written minutes of Athletic Board meetings and presents them at the next meeting, (oral and/or written)
- Notifies members of meetings
- Handle any and all correspondence

The Treasurer has the following responsibilities:

- Makes a ledger of all expenditures and receipts accountable to Athletic Board
- Works with President in establishing a budget for the following year
- Gives a Treasurer's report at each meeting (Copy to President and Secretary)
- Coordinators will request fees and monies from treasurer
- Pay all approved St. Benedict Athletic Club bills
- Perform checkbook/bank statement reconciliation once a month

Coordinators have the following responsibilities:

- Oversee coaches as to their conduct
- Seek a replacement if a coaching vacancy occurs
- Averse any leagues and tournaments requested by coaches
- Distribute uniforms and equipment to head coaches before the season begins (keep record of distributions)
- Collect uniforms and equipment from head coaches after the season ends
- Report needed purchases to Board
- Act as liaison between coaches and Board
- Insure coaches are aware of all gym rules and Archdiocesan policies regarding Athletics
- Provide input to the eighth grade coaches for awards given at the 8<sup>th</sup> Grade Awards Banquet
- Complete Virtus Training, agree to a Criminal Background Check, provide CANTS form, and be in compliance with "Protecting God's Children"

#### **CODE OF ETHICS FOR ST. BENEDICT COACHS**

The code of Ethics State: *As a coach of a St. Benedict Sports team, I will:*

Exemplify the highest moral character, behavior, and leadership

Respect the integrity and personality of the individual athlete

Abide by the rules of the game in letter and in sport

Respect the integrity and judgment of sports officials

Demonstrate a mastery and continuing interest in coaching principles and techniques through professional involvement

Encourage respect for all athletics and their values

Display modesty in victory and graciousness in defeat

Promote ethical relationships among coaches

Fulfill responsibilities to provide health services and an environment free of safety hazards

Encourage the highest standards of conduct and scholastic achievement amount all athletes

Seek to promote good health habits including the establishment of sound training rules

Strive to develop in each athlete the qualities of leadership, initiative, and good judgment

Comply with Virtus Training, CANTS regulations, and Criminal Background Check in keeping with “Protecting God’s Children”

***If a violation/s of the “Code of Ethics” for St. Benedict Coaches is proved valid the coach/coaches found in violation will be disciplined by the Athletic Board. Discipline can range from a warning to termination as a coach depending on the nature of the violation/s. This will be decided by the Athletic Board. The Athletic Board’s decision will be forwarded to the Pastor.***

#### **COACHES: SELECTION, ROLES RESPONSIBILITIES**

The coach has the greatest responsibility as well as the greatest opportunity to guide and influence the student athletes. Coaches assume the role of teacher, mentor, and minister to the young people in their charge. A coach’s attitude and behavior are critical to modeling good Christian sportsmanship both in word and in deed. The careful selection of coaches is vital if the athletic program is to reflect the Mission/Philosophy of the sports program. A program of information and formation will take place before the start of a sport’s season.

Criteria for the selection of coaches must include:

- The ability to model Christian values
- The ability to articulate and model the philosophy and goals of the program
- The ability to supervise and instruct the youth in his or her care responsibly
- An understanding of the basics of the sport to be coached
- The ability to develop the potential, confidence, and skills of each athlete
- The ability to separate winning from the more important goals and value of the program

Head coaches must be 18 years of age, attended a Virtus training, be knowledgeable in the sport they are coaching, and be able to conduct practices and coach in a responsible & age appropriate manner.

Arrangements can be made for coaches to attend a formal clinic or in-service in their particular sport. It is recommended that coaches be knowledgeable in first-aid, CPR and on blood-borne pathogens. (The responsibility may be taken on by an assistant coach, designated team parent, or another adult.) Coaches should be familiar and complete the Mandated Reporter Training to be in compliance with the

Illinois Abused and Neglected Child Reporting Act. The above parties should clearly understand their legal responsibilities.

Coaches have the responsibility for the safety of the athletes. Caution athletes to stay in a designated area. Coaches must not leave athletes unattended during practice sessions and/or contests. Insure all athletes are picked up after practices and/or contests.

The coaches should be familiar with, adhere to, and support the local athletic Mission Statement and Philosophy and all local policies and guidelines (such as Virtus Training, Criminal Background Check, and Compliance with “Protecting God’s Children”) as well as league policies and guidelines. Coaches should attend an informal meeting(s) prior to assuming coaching responsibilities to be in serviced on these.

***Coaches should conduct a Parent Night Meeting prior to the first contest. A formal agenda set by Athletic Board will be used. Topics will include playing time expectations, practice expectations for players, behavior expectations for players and parents, and grievance procedure for players and parents.***

Coaches should be knowledgeable of the rules of the sport and techniques for teaching the fundamental of the sport. They should use tactics and strategies that are appropriate for the age and skill levels of their athletes.

*Coaches should model Christian sportsmanship knowing that the program is judges more by the coach’s sportsmanship than by his record. The coach should teach and guide the team members with a sense of fair play and model winning and losing in a respectful, courteous, and gracious Christian manner.*

Coaches should show respect for game officials and opponents; publicly shaking hands with the officials and the opposing coach before and after a games gives clear witness to this respect.

Coaches should refrain from public protest which may lead to similar behavior from students, parents and other spectators.

Coaches are responsible for the safety and welfare of the team. They are responsible for the equipment issued to them and for the proper use of the facilities where practices and games are held.

Coaches practicing at parish/school facilities should know the proper procedures for entering and securing the building. At no time should any school door be propped open. Students should not be asked to arrive for practice earlier than 15 minutes before practice time. A coach should be in attendance with the students at all times during practices.

Coaches should carry with them at all time’s pertinent information on every athlete in their care in case of an emergency. The emergency card should list obvious problems such as asthma, heart problems, and diabetes. The care should specify allergies, including bee stings, foods, poison ivy, etc. A FIRST AID kit and AED should be at all games and practices (Exhibit A). As required by the State of Illinois, an IESA issued Concussion Sign-Off form must be completed by each player and their parent/guardian each year of play (Exhibit D).

Coaches may never administer medication.

Coaches are to try to get as much practice time as possible. Coaches are to select gym time prior to the start of the season.

Coaches will attend all practices and games. They are responsible to make sure that there is proper adult (a person of at least 18 years of age) supervision in their absence. They are responsible for student conduct and behavior at practices and at games.

Coaches should teach the rules of the sport and develop each player's skills within the framework of team concept. They must help each player develop self-confidence, discipline, and sportsmanship and make participation a learning experience for all.

*Coaches should strive to be fair and unprejudiced in their relationship student athletes and their parents. They should strive to be objective when they evaluate talent.*

Coaches are to distribute uniforms and equipment at the start of the season and collect uniforms or damaged equipment at the end of the season. Inspect all returned items and report any abused uniforms or damaged equipment to the Coordinator.

Coaches are to return uniforms and equipment to their Coordinator no later than two weeks after the season is complete.

Coaches should discipline inappropriate student behavior or disrespect. Coaches should know the difference between punitive touching (physical discipline) and corrective touching correcting a student's hold on a ball; one is prohibited while the other is not.

Coaches must also take care that touching a student will never be interpreted in a sexual manner. Coaches must use common sense and maturity in resolving problems and conflict.

**Coaches, assistant coaches, designated team parents, or other adults should never resort to physical or verbal abuse or profanity.**

Coaches should communicate the schedule of practices, games, or any cancellations or alterations to the students and their parents in a timely manner. Coaches cannot assume that players will get the message home.

Coaches should keep a written record of accidents and injuries and parents should be notified. While it may be impossible to document every injury and its source, an honest effort to document and notify parents in a timely manner is important for the safety and security of the student athletes.

Coaches should give each athlete an equal opportunity to participate.

### **COACHES DISCIPLINE PROCEDURES FOR STUDENT ATHLETES**

Coaches are to follow the following procedures for students who demonstrate inappropriate behavior:

- First offense – verbal warnings
- Second offense – notify parents (schedule meeting with coach and/or Coordinator & Pastor)
- Third offense – off team with no refund of any monies to the parent

Coaches should keep objective, factual and written records of problems concerning attitude, attendance and/or behavior. These records are important when discipline matters might lead to suspension and/or expulsion of a student from the program.

## **PARENTS EXPECTATIONS AND RESPONSIBILITIES**

Parents play an important role in the success of the student athlete and also in the success of the team. The Philosophy/Mission of the athletic program should be communicated to the parents as well as expectations of their child's participation in the program (see Exhibit B).

Parents are expected to support and encourage their child's efforts. Attending games and cheering the team on is a show of support; however parents are always reminded to act in a responsible manner and show good Christian sportsmanship.

Parents should make no attempt to instruct or direct the play of an athlete or of the team. They should not criticize the playing efforts of any athlete or of the team.

Parents can be a model for putting losses in perspective and moving on. Questioning, criticizing, or berating the coach, the referees, or any other official is inappropriate behavior.

Parents should realize that they can and may be asked to leave a practice, game or tournament if they are not able to maintain a standard of acceptable behavior.

Parents may also be expected to contribute their time and service in support of the team and the athletic program. A volunteer program is dependent upon everyone's help and support to maintain a high level of quality and success. Parents will be asked to assist with the entrance gate, concession stand, and monitor crowd control.

Parents will provide transportation for their children to and from games and practices. Coaches are not covered with liability insurance for chauffeur services; therefore, they should not transport athletes at any time.

Parents will assist the student in maintaining the athletic uniform.

Parents will communicate directly with the coach and coordinator on matters of concern. They will do so at appropriate times, not immediately before, during, or after a game.

### **GRIEVANCE PROCEDURES**

The following steps are to be followed by parents who have a concern about a coach, their child, and/or team:

- Step 1            Discuss matter with Coach. If matter is unresolved, proceed to Step 2.
- Step 2            Discuss matter with Coordinator. Coordinator will discuss with Coach and advise parent/s of the outcome. If matters are unresolved, proceed to Step 3.
- Step 3            Discuss matter before the Athletic Board. The Athletic Board will review facts, and the President will advise parent/s of the outcome.

### **REGISTRATION FEES AND COMMITMENT HOURS**

The St. Benedict Athletic Club sponsors two types of programs. There are programs that require commitment hours and there are programs that do not require commitment hours. Programs that require commitment hours usually host games in our gym. The commitment hours are used to staff the concession stand, the gate, and monitor crowd control for those home games.

Soccer and Boys' Volleyball are the only programs part of the St. Benedict Athletic Club that do not require commitment hours. All other programs require commitment hours.

Before a program's first game, registration fees can be refunded, depending on the circumstance of the request; cost of uniform may be excluded. After a program's first game, registration fees will not be refunded except for medical reasons or extenuating circumstances.

All officers, program directors and standing committee members receive a full exemption from commitment hours for the entire year. The head coaches in programs that require commitment hours receive a full exemption from commitment hours for the entire year. The assistant coaches in programs that require commitment hours receive a 3 hour exemption from commitment hours for the season that the program is active. There can be only one head coach and one assistant coach per team that receives exemptions. The head coaches and assistant coaches in programs that do not require commitment hours do not receive an exemption.

### **PARENTS VOLUNTEER HOURS**

Parents will be required to complete 6 hours per sport that their child participates in, or pay an additional fee decided at the beginning of the season and work no hours. Parents will be scheduled time to work the entrance gate, concession stand, and monitor crowd control (if needed). It is a parents' responsibility to find a replacement worker if you are unable to work your scheduled time or contact the person responsible for scheduling time for parents. Replacement workers must be at least high school age. "No shows" will be contacted for rescheduling. A second no-show will result in additional registration fees added and a bill will be sent home.

Being a host gym to the basketball and volleyball leagues enables the Athletic Club to raise funds through gate fees and concession stand profits. These are a vital part of our operating expenses. St. Benedict's has earned a reputation as a friendly, clean and well-run gymnasium, noted for their hotdogs, candy selection and popcorn. Your cooperation and volunteerism has made this possible. Please help us keep our good name.

### **ELIGIBILITY REQUIREMENTS FOR ATHLETES**

Student athletes who attend St. Benedict School are eligible to participate on any St. Benedict Athletic team.

Student athletes who do not attend St. Benedict School:

Must be Catholic

Must be registered parishioners at St. Benedict Church; and

Must attend Religion Education Classes (“CCD”) at St. Benedict Church

to be eligible to participate on any St. Benedict Athletic team.

If any St. Benedict student leaves the school, but registers to attend Religion Education classes here at St. Benedict Church and their family are registered parishioners, the athlete will remain eligible to participate on the team, if he/she does not attend religion education classes, he/she will no longer be eligible to participate on the team.

Students registered in CCD classes must attend classes on a regular basis to remain eligible to play on the team. If more than three classes are missed, the athlete then becomes ineligible to participate in the Athletic Program.

Attendance in Religion classes by student athletes takes priority over attendance at any practices, games or matches that may conflict.

These eligibility requirements may be adjusted accordingly and at the Board’s discretion.

## ST. BENEDICT ATHLETIC BEHAVIOR CODE

The **Code of Conduct** listed herein, and in Exhibit C, applies to all competitive sport teams at St. Benedict.

St. Benedict's athletes will:

- Participate with good sportsmanship
- Demonstrate leadership
- Act with appropriate moral conduct
- Demonstrate excellent conduct in the classroom, in the community, and on the field of athletic competition.

Moreover, St. Benedict's athletes will:

- Refrain from using any tobacco substance
- Refrain from alcoholic beverages or drugs
- Respect school and the property, athletic or personal, of fellow athletes
- Respect all other properties where games or practices take place and the property, athletic or personal, of fellow competitors and schools
- Return all athletic equipment issued for use upon request

### **Action**

Any athlete who breaks the rules and regulations of the Athletic Club and/or community may be disciplined by the coach. Coaches are to follow the following procedures for students who demonstrate inappropriate behavior:

- First offense – verbal warnings
- Second offense – notify parents (schedule meeting with coach and/or Coordinator & Pastor)
- Third offense – off team with no refund of any monies to the parent

### **Summary**

We have **ZERO TOLERANCE** for Tobacco, Alcohol, and Drug use. Coaches will notify Director immediately.

The Athletic Program of St. Benedict recognizes that each athlete is an individual and will be treated fairly and justly. The full measure of responsibility must be realized since athletic participation is a privilege, not a right. St. Benedict infractions may cause suspension or dismissal from team participation.

## AWARDS

At the end of each school year, awards are given to three 8<sup>th</sup> Grade athletes. These awards are the Caryl Brock Award (Cheerleading), the Hugh Hanlon Award (Basketball) and the Sr. Miriam Patrick Award (Volleyball). While each athlete brings their own special qualities and talents to their team and/or squad that should be rewarded, that is not possible. The criteria for these three awards are as follows:

### **Caryl Brock Award:**

This award will be presented to a St. Benedict Cheerleader. The criteria for this award is based upon respect and kindness to others, dedication, academic effort, positive attitude and sportsmanship. The cheerleader may be registered through school or CCD.

### **Hugh Hanlon Award:**

This award will be presented to a St. Benedict Basketball Player. The player must attend St. Benedict School. The award is based on conduct, sportsmanship, cooperation, positive attitude, leadership, role model behavior and academic effort.

### **Sr. Miriam Patrick Award:**

This award will be presented to a St. Benedict Volleyball Player. The player must attend St. Benedict School. The award is based on conduct, sportsmanship, cooperation, positive attitude, leadership, role model behavior and academic efforts.

### **POLICY ON SMOKING AND DRINKING AT PRACTICES OR GAMES**

Any smoking should be limited to outside the building.

SMOKING is discourages at any outdoor sporting event.

The use of ALCOHOL within St. Benedict School by anyone is PROHIBITED.

It is important that adults set good examples to our students regarding these two important issues.

### **AMENDMENTS OR ADDITIONS**

Statements in this handbook are subject to amendment or addition. Parents will be kept informed of any changes, in writing, as soon as possible. Some changes might be made immediately due to unforeseen circumstances.

### **EXHIBIT A CHILD/MINOR ACKNOWLEDGEMENT**

The Catholic Bishop of Chicago (CBC) and St. Benedict Parish are committed to conducting programs and activities in the safest manner possible and holds the safety of participants in the highest possible regard. Participants and parents registering their child in these programs must recognize there is an inherent risk of injury when choosing to participate in these activities including athletics. The CBC and Parish insist participants follow safety rules and instructions designed to protect the safety of the participants and attendees.

Please recognize the CBC and the Parish does not carry medical accident insurance for injuries sustained in its programs. The cost would make program fees prohibitive. Each person registering themselves or a family member for a recreation program/ activity should review their own health insurance policy for coverage. The absence of health insurance coverage does not make the CBC or the Parish responsible for the payment of medical expenses.

I recognize and acknowledge there are risks of physical injury and I agree to assume the full risk of any injuries (including death), damages, or loss which I or my minor/ child/ward may sustain as a result of participating in activities connected with this program. I am responsible for the transportation of my child/ward to and from the event(s). The use of my personal automobile to transport participants or attendees is not sanctioned by the CBC and the Parish and is my voluntary undertaking. While using my personal vehicle to and from parish/school activities, I acknowledge my automobile insurance is primary; I understand and will comply with the rules and regulations of the Illinois Motor Vehicle Code; I understand and will comply with other Federal, State and local laws; during the event(s) and to and from the event(s) I will not engage in any inappropriate behavior or activity and doing so will be my personal responsibility. On behalf of myself or child/ward, I will indemnify the Catholic Bishop of Chicago, a Corporation Sole and the parish from claims resulting from injuries (including death), damages and losses sustained by me or my minor child/ward or arising out of, connected with, or in any way associated with the activities of the program.

In the event of an emergency, I authorize the CBC or parish officials to secure from any hospital, physician, and/or medical personnel any treatment deemed necessary for my minor child's immediate care and agree I will be responsible for payment of any and all medical services rendered. I have read and fully understand the above program details.

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## EXHIBIT B PARENT/GUARDIAN CODE OF CONDUCT

The purpose of the following Sports Parent/Guardian Code of Conduct is to help define appropriate parental/guardian actions that support the mission of the athletic program. Parents/guardians should read, understand, and sign this form prior to participation.

Any parent/guardian who does not follow the guidelines below will be asked to leave the sports facility and be suspended from the privilege of attending games.

The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when competition reflects these pillars of character.

As a parent/guardian, I therefore agree to the following:

I will not force my child to participate in sports.

I will remember that the game is for youth, not adults.

I will learn the rules of the game and the policies of the league.

I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy towards all players, coaches, officials, and spectators at all games and practices.

I (and my guests) will not engage in any kind of unsportsmanlike conduct (booing, taunting, etc.) or any other form of harassment towards any official, coach, player or parent.

I (and my guests) will not use any profane language or gestures.

I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.

I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.

I will demand that my child treat other players, coaches, officials, and spectators with respect.

I will teach my child the importance of hustle, playing fairly, and doing one's best.

I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.

I will emphasize the importance of skill development over winning and losing.

I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my own child.

I will respect the officials and their authority during games, and will never publicly question their decisions.

I will respect the coaches for the time they donate, and I will never publicly confront, question, or criticize them.

I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol, and I will refrain from their use at all sports events.

I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches for the team.

## EXHIBIT C STUDENT ATHLETE CODE OF CONDUCT

The purpose of the following Student Athlete Code of Conduct is to help define appropriate actions and behaviors that support the mission of the athletic program. All participating student athletes should read, understand, and sign this form prior to participation.

Any student athlete who does not follow the guidelines below may be suspended or expelled from the athletic program.

As a student-athlete, I therefore agree to the following:

I will play the game for the game's sake.

I will be generous in winning and graceful in losing.

I will display good sportsmanship and respect towards all opponents.

I will work for the good of the team.

I will accept the decisions of the officials gracefully.

I will conduct myself at all times with honor and dignity. This includes during and after school, games, practices, and trips to other schools and facilities.

I will recognize, applaud, and encourage the efforts of your teammates and opponents. I will show respect for your coaches.

I will show respect towards fans and personnel from other schools.

## Exhibit D Concussion Information Sheet

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works.

Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

<b>Symptoms may include one or more of the following:</b>	
<ul style="list-style-type: none"> <li>• Headaches</li> <li>• “Pressure in head”</li> <li>• Nausea or vomiting</li> <li>• Neck pain</li> <li>• Balance problems or dizziness</li> <li>• Blurred, double, or fuzzy vision</li> <li>• Sensitivity to light or noise</li> <li>• Feeling sluggish or slowed down</li> <li>• Feeling foggy or groggy</li> <li>• Drowsiness</li> <li>• Change in sleep patterns</li> </ul>	<ul style="list-style-type: none"> <li>• Amnesia</li> <li>• “Don’t feel right”</li> <li>• Fatigue or low energy</li> <li>• Sadness</li> <li>• Nervousness or anxiety</li> <li>• Irritability</li> <li>• More emotional</li> <li>• Confusion</li> <li>• Concentration or memory problems (forgetting game plays)</li> <li>• Repeating the same question/comment</li> </ul>
<b>Signs observed by teammates, parents and coaches include:</b>	
<ul style="list-style-type: none"> <li>• Appears dazed</li> <li>• Vacant facial expression</li> <li>• Confused about assignment</li> <li>• Forgets plays</li> <li>• Is unsure of game, score, or opponent</li> <li>• Moves clumsily or displays in coordination</li> <li>• Answers questions slowly</li> <li>• Slurred speech</li> <li>• Shows behavior or personality changes</li> <li>• Can’t recall events prior to hit</li> <li>• Can’t recall events after hit</li> <li>• Seizures or convulsions</li> <li>• Any change in typical behavior or personality</li> <li>• Loses consciousness</li> </ul>	

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

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key to student-athlete's safety.

**If you think your child has suffered a concussion**

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

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

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

**Student/Parent Consent and Acknowledgements**

By signing this form, we acknowledge we have been provided information regarding concussions.

**Student**

Student Name (Print): \_\_\_\_\_

Grade: \_

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

Date: \_

**Parent or Legal Guardian**

Name (Print): \_\_\_\_\_

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

Date: \_

Relationship to Student: \_\_\_\_\_

Each year IESA member schools are required to keep a signed Acknowledgement and Consent form and a current Pre-participation Physical Examination on file for all student athletes.

I have read and understand the policies presented in this handbook.

I agree to abide by all Athletic Board Policies.

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Athlete Name

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

This page to be returned to Athletic Board.