

# Concrete High School (Grades 7-12)

## Athletics and Activities Handbook

### 2024-2025 School Year

#### CHS Student Athletes & Parents/Guardians:

For your understanding, the following packet of information needs to be completed on Final Forms **before** any student may turn out for a sport or participate in an extra-curricular activity. **Do not return the paperwork to your coach/advisor.**

When your paperwork has cleared through the office, your coach/advisor will be notified and you may begin to participate. **No coach or advisor is allowed to let a student participate without that student being cleared by the Athletic Office.**

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The following items need to be completed on Final Forms prior to participating in all athletics and activities:

- Completed Physical**  
*Must be signed and dated by physician.*
- Student/Parent/Guardian Concussion and Sudden Cardiac Arrest Awareness Form**  
*Must be signed by both parent/guardian and student.*
- Insurance Requirements, Ride Permission, Medical Permission, and Media Release Form**  
*Must be signed by the parent/guardian.*
- Verification of Understanding the Athletics/Activities Code Activities**  
*Must be signed by both parent/guardian and student.*
- Concrete Middle and High School Athletic/Activity Parent/Guardian Permission Form**  
*Must be signed by parent/guardian.*
- Medical Release / Alert Card**  
*Must be signed by parent/guardian.*
- Safety Guidelines Form** (Sport Specific-Athlete needs to get one from the coach.)  
*Must be signed by both parent/guardian and student*

**\*REQUIRED FEES\*** A.S.B. Card & Activity Fees are payable to Concrete High School or CHS

*\$30.00 for the ASB Card payable to "CHS ASB"*

*\$30.00 for the Activity Fee for each sport/season or activity, payable to "CHS + name of the activity or sport"*

## EXTRA-CURRICULAR ACTIVITIES PROGRAM

Statement of Philosophy. The primary purpose of the extra-curricular activities program at Concrete High School is to promote the physical, mental, aesthetic, social, and emotional wellbeing of the students through participation and competition.

The extra-curricular activities program is an important and integral part of the total school program. The opportunity for participation is open to all students regardless of individual differences. Through voluntary participation, the student gives time, energy, talent and loyalty to the program. Because participation in the program is considered a privilege, the student accepts the training rules, regulations, and responsibilities unique to the individual program in which he/she participates.

In addition to Concrete High School's Discipline Policy and the Washington Interscholastic Activities Association (WIAA), extra-curricular program participants are also governed and are to abide by this Extra-Curricular Activities Code and the appropriate behavior standards established for the specific activity.

Because participants are representatives of Concrete High School when they perform in public, they are expected to conduct themselves at all times in a manner that will reflect the high standards and ideals of their team, activity group, school, and community. Participation in extra-curricular activities at Concrete High School requires that the student remain in good standing as defined within this code. Those students who violate the Extra-Curricular Athletic/Activity Code shall be subject to discipline that may include permanent removal from participation in High school activities.

Activities Governed by the Athletics/Activities Code. The following are considered extra-curricular activities and include, but are not limited to: all interscholastic athletics, student body officers, cheerleaders, performing music groups, FBLA, Robotics and those other activities, clubs, or organizations recognized by the ASB and that represent the school in public.

Scope of Athletics/Activities Code. The rules and regulations contained in this code shall apply to any violation occurring on school premises or at any school-sponsored activity. Students will also be subject to these rules and regulations for their conduct off-school premises during the extra-curricular activity season in which they are participating (i.e., after-school hours, weekends, and holidays). Students must also adhere to these standards in the summer while participating at camps, clinics, or other athletic/activity events. Concrete High School hopes that these established regulations would also encourage students to maintain high standards of conduct throughout the year.

In Season Activities Definition: In season will be the first day of turnouts until the final meeting or state tournament for that season.

## I. GENERAL REGULATIONS

- A. **WIAA Rules:** Washington Interscholastic Activities Association rules will be followed in all cases of eligibility, transfer, physical examinations, insurance coverage, starting dates, and number of required practices.
- B. **Academics:** (See section IV Student Scholarship Standards)
- C. **ASB Cards and Activity Fees:** The student must possess a current ASB card and have paid activity fees in order to participate in any *practice, game, or event*. (See bottom of page 1) ASB Activity cards may be purchased at any time in the Main Office. The ASB card will admit a student to all home athletic contests, provide uniforms for athletes and discount admission to away games/contests. An ASB card is required for students participating in any club, activity, or on any athletic team. The ASB card is required to receive awards in school activities, including athletics, and for admission to all dances. Students must be enrolled as an active student in school to utilize the benefits of the ASB card.
- D. **Individual Coach/Advisor Rules:** Rules within this code are minimum requirements. The student shall observe any additional rules stipulated by coach/advisor of each particular activity, including rules for dress and grooming. Coaches/advisors may add additional or more severe consequences. Coaches/advisors will notify participants in writing as to the standards they expect to be signed by the participant and their parent.
- E. **Quitting/Suspension:** An athlete having been suspended from one sport may not turn out for another sport in the same season. This does not apply to being cut. Athletes may transfer from one sport to another within the first two weeks of the season. Transfers after two weeks can only be done with permission from both coaches. Any athlete who quits a sport must conference with and be signed out by head coach of that sport in order to be eligible for any subsequent activity participation.
- F. **Transportation:** Participants must travel to and from contests held away from Concrete in transportation provided by the school. The only exceptions permitted are:
- Injury to a participant which would require alternate transportation, and/or
  - Prior arrangement in writing between participant's parent/guardian and school administrator for parent/guardian transport only.
  - Face to Face Contact between Parent/Guardian-Coach/Advisor-Athlete for return trip only with parent/guardian only, with a Parent/Guardian release form for parent/guardian transport only for return trip
- G. **Awards:** Completion of the activity's season is required in order for the student to be eligible for letter or other team or individual awards. (Exception: Injury which limits participation.) No awards shall be given to any student suspended for the remainder of the season for Extra-Curricular Activity Code violations.
- H. **Injuries:** An athlete who has been injured and has had medical treatment cannot participate until a signed release from the doctor is presented to the head coach. The athletic director will keep the release form on file. Students who are medically excused from PE may not turn out for practice until medically released by a doctor.
- I. **Un-sportsmanlike Conduct:** Any display of un-sportsmanlike conduct toward an opponent, official or teammate or any use of profanity, obscene or vulgar language, or gesture, during a practice or contest will result in counseling by the head coach/advisor and possible suspension from the activity.
- J. **Equipment/Uniforms:** School-owned equipment checked out by a participant in any extra-curricular activity is his/her responsibility. The loss or misuse of this equipment will be the financial obligation of the participant. Participants will not be allowed to continue competition, receive awards, or continue into succeeding activity until the financial obligation is fulfilled or equipment is returned.
- K. **Practice Attendance:** A participant is expected to attend all scheduled practices, meetings, contests, performances, and awards ceremonies whether or not school is session. If it is found necessary to miss such,

prior arrangements must be made with the coach/advisor. No practice or competitions are to be conducted on Sundays for any reason. Any practices schedule for school closure days (floods, snow, etc. are required to be cleared by the Athletic Director or Principal, prior to being scheduled by the coach. Student and family safety will be the first priority in these decisions. (Coaches/advisors are to submit a written team policy on practice attendance to the athletic director and approved by the Principal.)

- a. Occasionally a participant has personal conflicts such as a day-long family outing, a week-long family vacation, driver's education, and so on, wherein a choice has to be made between participating with the team or with the family. \* Coaches/advisors may apply consequences for absences such as sitting out part of or all of a game or activity. Coaches/advisors may also determine that excessive absences may warrant the participant being asked to leave the team or club. *\*We strongly encourage students/families to take their family vacation and/or sign up for driver's education during the off-season.*
- L. **Unlawful Behavior:** A participant shall not engage in conduct detrimental to the group or to the school.
- M. **Theft:** A participant shall not steal or use another's property without permission.
- N. **Tobacco/Alcohol/Drugs:** A participant shall not use, consume, possess, transmit, or sell alcoholic beverages, drugs, drug paraphernalia, controlled substances, or tobacco (including smokeless tobacco). Refer to page 6 for WIAA Handbook section 18.25.0
- O. **One Sport per Season:** Students are allowed to participate in only one sport at a time per season including cheerleading.
- P. **Changing Sports:** Students are not allowed to switch sports once 50% of the sports season is over.

## II. STUDENT ATTENDANCE AT SCHOOL REQUIREMENTS

- A. **Daily School Attendance:** Students must attend **majority of class periods (4 out of 6 classes)** he/she is enrolled in, to participate in that day's practice or banquet. CHS requires a student to be **PRESENT IN ALL SCHEDULED CLASSES** to participate in that day's game, show, contest and/or competition. Exceptions will be considered if absences are pre-arranged and approved through the principal. Emergency exceptions must receive approval from the principal.
- B. **Truancy:** Unexcused absence or truancy from any class, portion of a class or practice will result in a suspension from that day's game, practice, match, show, banquet, contest or competition OR a suspension on the day it is discovered that the student was truant.

## III. WEATHER DAY PRACTICES

- A. **School Day—School Called Off Before It Starts**
  - a. No school/no open gym/games are decided by administration by 9:00 am.
  - b. If allowed to have an open gym, open gym would take place from 10:00 a.m. to 1:30 p.m. (best probable
  - c. weather/road conditions for the day, if they're going to exist at all)
  - d. Open gyms are optional and voluntary. If parents/guardians choose to keep student-athletes at home, there will be no penalty to student-athletes for not participating (one exception: see below.)
  - e. Open gyms can be called off at coach's discretion based on the specific weather conditions of that day
- B. **School Day—School Dismissed Early**
  - a. No school/no open gym/no game decided by administration.
  - b. If allowed to have an open gym, open gym would take place from 2:45 p.m. to 5:00 p.m.
  - c. Open gyms are optional and voluntary. If parents/guardians choose to require student-athletes to come home, or, if student-athlete's only transportation home is school transportation, there will be no penalty to student-

athlete for not participating (one exception: see below.)

d. Open gyms can be called off at coach's discretion based on the specific weather conditions of that day.

C. **Non-School Days (e.g., Saturdays)**

a. **Centralized decision making by administration.**

b. Coach's discretion concerning open gym times. Open gym times could vary. Coaches will aim for a window of 9:00 a.m. to 2:00 p.m.

c. Open gyms are optional and voluntary. If parents/guardians choose to keep student-athletes at home, there will be no penalty to student-athletes for not participating (one exception: see below.)

d. Open gyms can be called off at coach's discretion based on specific weather conditions of that day.

D. **The exception**

a. Student-athletes are still held accountable to the WIAA rule mandating a minimum number of pre-contests practices to become eligible for competition in that sport. If the conditions requiring implementation of any of the above happens before a student-athlete meets that minimum number, the number cannot be changed and the requirement still stands. If a student-athlete is, for example, one practice short of being eligible for a competition on the day of the competition and missed one day due to the above circumstances, he/she is still not eligible. An open gym does not count and will not count as a pre-contest practice as described by the WIAA. All parties must understand that. Coaches are to refrain from encouraging student-athletes to participate against parent/guardian wishes on the basis of meeting this WIAA requirement.

#### IV. STUDENT SCHOLARSHIP STANDARDS

A. Primary Eligibility is based on WIAA Rule 18.7.0. This rule states that a student shall have passed at least (6) full-time subjects in a (7) period day in the immediately preceding semester in order to be eligible for competition during the succeeding semester. The record at the end of the semester shall be final, except for those credits earned in a regular, accredited summer school program and accepted by the school district. If a 9<sup>th</sup>-12<sup>th</sup> grade student doesn't pass 6 out of 7 classes they will not be allowed to play in any games or matches until after the last Saturday in September for the fall athlete and 5 weeks into the second semester for winter and spring athletes. For the 7<sup>th</sup>-8<sup>th</sup> grade student, the suspension period is 3 weeks. \*6<sup>th</sup> grade teachers will report academic progress to the Athletic Secretary for grade checks.

B. **Academic Eligibility:** Continuing eligibility requires the student to be passing all subjects.

a. Grade checks are run all year long for all student athletes that might be in jeopardy of failing. The dates of the grade checks will be posted at the beginning of each season. In order to maintain academic eligibility during the current semester, the student must:

i. earn a passing grade in at least six (6) credit-bearing classes in the semester preceding participation

ii. be passing six (6) credit-bearing classes in the current semester, and

iii. maintain a minimum 1.7 or higher GPA while in enrolled in at least six (6) classes for the 2024-2025 school year, increasing to a 2.0 or higher GPA beginning with the 2025-2026 school year.

b. Student athletes who do not meet the grade requirements will adhere to the following:

● **1<sup>st</sup> time** on the academic ineligibility list for the school year will result in a 1-week probation (Monday to Monday) to meet grade requirements. The student athlete will be allowed to practice and compete while on probation.

● **2<sup>nd</sup> time** on the academic ineligibility list will result in being ineligible to practice, compete, or travel with the team to contests for one week or two contests, whichever is less. The student will not be allowed to practice and will be required to complete assignments or make up tests for the duration of the ineligibility period.

- **3<sup>rd</sup> time** on the academic ineligibility list, the student athlete and Parent/Guardian may be required to meet with the counselor or principal to develop and academic plan to be successful and stay on track to graduate.
- c. Players are under their club, team, and district grading policy throughout the season until the final team meeting or team event for that season.
- d. If a student chooses to transfer to Alternative School or Home-Based education because they are failing any of their classes, they must wait 5 weeks before they may compete in any contests or events. They may still attend practices and they remain under the code during this probation period.

## V. CITIZENSHIP STANDARDS

- A. All participants should be an example of good citizenship in the school building, classrooms, community and extra-curricular activity program. Conduct that materially and substantially interferes with the educational process is prohibited.
- B. Any student receiving out-of-school suspension will not be allowed to participate in practices or contests on the days they are suspended from school. There may be additional sanctions that will be decided between administration and the coach/advisor. Students with in-school suspension would not be allowed to participate in practices or contests.
- C. Any participant referred to the administration for behavior reflecting poor citizenship, be it at school or in the community, will be made aware of the possible consequences of his/her actions and may receive a penalty. Upon the second referral that requires administrative action, the participant will be declared ineligible for the next game, contest, competition, or event. Upon the third referral that requires administrative action, the participant will be suspended for fourteen (14) school days from participating in any game, contest, competition, or event. Any subsequent referrals will result in suspension for remainder of the extra-curricular activity season.

## VI. USE OF TOBACCO/VAPING/E-CIGARETTES

The Concrete School District recognizes that the use of tobacco, vaping and e-cigarettes, including smokeless tobacco, is a potential health hazard and is addictive in nature. The use or possession of tobacco, vaping and e-cigarettes by an athlete during the activity season or any student participating in the extra-curricular activity program while on school property, at a school-sponsored activity, or off school premises during the activity season will not be tolerated.

The tobacco violations listed below will accumulate throughout the student's high school career:

- **First Offense** - The student will be restricted from participation in practice and competition for 10 percent of games, shows, banquets, conferences or competitions. Evaluation of tobacco cessation information will be required of the student and meeting with intervention/prevention counselor. Should the student fail to evaluate the tobacco cessation information, he/she will be restricted from further competition in any extra-curricular activity until he/she has done so.
- **Second Offense**- The student will be restricted from participation in practice and competition for 20 percent of games, shows, banquets, conferences or competitions. Student will be required to complete tobacco cessation course from a community agency at the student's expense. Should student fail to complete tobacco cessation course, he/she will be restricted from further competition in any extra-curricular activity until he/she has done so.
- **Third Offense** - The student will be restricted from any participation in practice and competition in any extra-curricular activity for the remainder of the school year. Student may again be eligible for participation at the beginning of the next school year. Any additional tobacco, vaping and e-cigarettes violations beyond the third violation in any

subsequent year will automatically be treated as the Third Offense.

## **VII. DRUG/ALCOHOL/PARAPHERNALIA POSSESSION OR USE**

The Concrete School District recognizes that chemical dependency is a serious illness and the use of alcohol and drugs may be a violation of the law. The use, consumption, possession, transmittal, or sale of alcohol and drugs or drug paraphernalia by an athlete or any student participating in the extra-curricular activity program while on school property, at a school-sponsored activity, or off school premises will not be tolerated. This includes legend drugs (drugs that are legal only through a prescription RCW 69.41.020--050), anabolic steroids, and all controlled substances and controlled substances analogs defined in RCW69.50.101.

The following offenses and their penalties are the minimum required by the Washington Interscholastic Activities Association (WIAA) Article 18.25.0 and will accumulate through the student's high school extra-curricular career as follows:

### **18.25.0 USE OF ILLEGAL SUBSTANCES**

18.25.2 Legend drugs and controlled substances – Penalties for the possession, use or sale of legend drugs (drugs obtained through prescription, RCW 69.41.020-050) and controlled substances (RCW 69.50) shall be as follows:

- **First Violation** - A participant shall be immediately ineligible for interscholastic competition in the current interscholastic sports program for the remainder of the season. Ineligibility shall continue until the next sports season in which the participant wishes to participate unless the student accesses the assistance program outlined in B (below.) An athlete who is found to be in violation of the Legend drugs and controlled substances rule shall have two options.
  - A. The athlete will be ineligible for participation in contests for the remainder of that interscholastic sports season and must meet the school's requirements in order to be eligible to compete in the next interscholastic sports season. The school principal will have the final authority regarding the student's participation in further interscholastic sports programs.
  - B. The athlete may choose to seek and receive help for a problem with use of legend drugs or controlled substances. Successful utilization of school and or community assistance programs may allow him/her to have eligibility re-instated in that athletic season, pending recommendation by the school.
- **Second Violation** - A participant who again violates any provision of RCW 69.41.020 through 69.41.050 or of RCW 69.50 shall be ineligible for interscholastic competition for a period of one (1) calendar year from the date of the second violation.
- **Third Violation** - A participant who violates for a third time RCW 69.41.020 - 69.41.050 or of RCW 69.50 shall be
- permanently ineligible for interscholastic competition.

## **VIII. COACH/ADVISOR STANDARDS**

Any additional, specific rules or regulations not covered within the Extra-Curricular Activity Code, which are established by the coach/advisor of a specific activity must be consistent with this code and must be approved by the high school administration. Any additional rules must be in writing and kept on file in the high school office. Each student participant and parent/guardian must be informed of additional rules and regulations and be provided a copy of them.

## **IX. DISCIPLINE/GRIEVANCE PROCEDURE**

- A. The guiding principles for violations are as follows:
  - Penalize the violation

- Proof of violation must be established by any one of the following:
  - a. Positive identification of a student violation by a school employee who is willing to give testimony about the violation. This will require an investigation of the violation.
  - b. Accusations made by parents/adults who are willing to testify against an alleged student violation of the code. This must be confirmed through an investigation by appropriate school authorities prior to any disciplinary action.
  - c. An investigation of a student violation of the code must reveal sufficient facts to prove the violation. Such investigation must be conducted by the appropriate school administrator or designee.
- B. Before any discipline resulting in a suspension from an extra-curricular activity shall take effect, as provided under these rules, the student shall be verbally advised by a school administrator of the alleged violation of the rules and the student will have the opportunity to explain or justify his/her actions. If, after such informal conference with the student, a school administrator is satisfied that a suspension is justified, the student and parents/guardians shall be so notified in writing and the suspension shall then become effective. The grievance procedure for any suspension from an extra-curricular activity program is set forth in WAC 392- 400-240:
  - a. Any student, parent or guardian who is aggrieved by the suspension or termination of extra-curricular privileges under these rules shall have the right to an informal conference with building principal or his/her designee for the purpose of resolving the grievance. During such conference, the student, parent or guardian shall be subject to questioning by the building principal or his/her designee and shall be entitled to question school personnel involved in the matter being grieved.
  - b. If the grievance is not resolved at the information conference, the student, parent or guardian upon two (1) school business day's prior notice, shall have the right to present a written and/or oral grievance to the superintendent of the district or his/her designee.
  - c. If the grievance is not resolved at the superintendent's level, the student, parent or guardian, upon two (2) school business day's prior notice, shall have the right to present a written and/or oral grievance to the board of directors during the board's next regular meeting. The board shall notify the student, parent or guardian of its response to the grievance within ten (10) school business days after the date of the meeting.
  - d. The suspension or termination of privileges shall continue notwithstanding the implementation of the grievance procedure set forth above unless the principal or his/her designee elects to postpone such action.

## **X. CONCUSSIONS, SUDDEN CARDIAC ARREST**

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.

Symptoms may include one or more of the following:

- *Headaches*
- *“Pressure in head”*
- *Nausea or vomiting*
- *Neck pain*
- *Balance problems or dizziness*
- *Blurred, double, or fuzzy vision*
- *Sensitivity to light or noise*
- *Feeling sluggish or slowed down*
- *Feeling foggy or groggy*
- *Drowsiness*
- *Change in sleep patterns*
- *Amnesia*
- *“Don’t feel right”*
- *Fatigue or low energy*
- *Sadness*
- *Nervousness or anxiety*
- *Irritability*
- *More emotional*
- *Confusion*
- *Concentration or memory problems (forgetting game plays)*
- *Repeating the same question/comment*

Signs observed by teammates, parents/guardians and coaches include:

- *Appears dazed*
- *Vacant facial expression*
- *Confused about assignment*
- *Forgets plays*
- *Is unsure of game, score, or opponent*
- *Moves clumsily or displays in coordination*
- *Answers questions slowly*
- *Slurred speech*
- *Shows behavior or personality changes*
- *Can’t recall events prior to hit*
- *Can’t recall events after hit*
- *Seizures or convulsions*
- *Any change in typical behavior or personality*
- *Loses consciousness*

***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 athlete will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parent/guardians and students is the key for 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 new “Zackery Lystedt Law” in Washington now requires the consistent and uniform implementation of long and well-established return to play concussion guidelines that have been recommended for several years:

- *“A youth athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time, ”and*
- *“...may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider”.*

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.

***Return to Participation Protocol***

If your child has been diagnosed with a concussion they MUST follow a progressive return to participation protocol (under the supervision of an approved health care provider) before full participation is authorized.

*(Adapted from the CDC and the 3rd International Conference on Concussion in Sport Document created 6/15/2009)*

To resume participation following medical care for suspicion of concussion or concussion, both the school athletic director and the medical authorities approved by the WIAA to make return to practice/play decisions (MD, DO, PA, ARNP, LAT) shall use the WIAA’s designated “Return to Practice and Competition for Athletes with a Suspected Concussion” form. This new rule will be known as the “Kenney Bui Rule.”

(From the 2024-2025 WIAA Handbook section 18.4.5)

**Student Head Injury Information Reporting**

House Bill 2731 requires public schools to report when a student gets a concussion during athletic or other activities. Concrete School District’s School Nurse is responsible for submitting reports of diagnosed concussions.

**XI. STUDENT SPORTS — CONCUSSION AND HEAD INJURIES**

**Concussion and Head Injury Management in Student Sports**

**A. Athletic Director or Administrator in Charge of Athletics Duties:**

- Updating: Each spring, the athletic director, or the administrator in charge of athletics if there is no athletic director, shall review any changes that have been made in forms required for concussion and head injury management by consulting with the WIAA or the WIAA website. If there are any updated forms, they will be adopted and used for the upcoming school year.
- Identifying Sports: By June 30 of each year, the athletic director or administrator in charge will identify competitive sport activities in the district for which compliance with the concussion and head injury policy is required. A list of competitive sports activities and the district’s policy and procedure (insert policy and procedure number) will be distributed to all coaching staff and volunteers.
- Coach Training: All coaches shall undergo training in head injury and concussion management at least once every two years by one of the following means: (1) through attendance at a WIAA or similar clock hour presentation which uses WIAA guidelines; or (2) by completing WIAA online training.
- Parent/Guardian Information Sheet: On a yearly basis, a concussion and head injury information sheet shall be signed and returned by the youth athlete and the athlete's parent and/or guardian prior to the youth athlete's initiating practice or competition. This information sheet may be incorporated into the parent/guardian

permission sheet which allows students to participate in extracurricular athletics.

- e. Coach's Responsibility: A youth athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be immediately removed from play.
- f. Return to Play After Concussion or Head Injury: A student athlete who has been removed from play may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and receives written clearance to return to play from that health care provider. The health care provider may be a volunteer.

## **STUDENT SPORTS — CONCUSSION AND HEAD INJURIES AND SUDDEN CARDIAC ARREST**

The Concrete Board of Directors recognizes that concussions and head injuries are commonly reported injuries in children and adolescents who participate in sports and other recreational activities. The Board acknowledges the risk of catastrophic injuries or death is significant when a concussion or head injury is not properly evaluated and managed. Therefore, all competitive sport activities in the District will be identified by the administration and all appropriate district staff, coaches and team volunteers will complete training as required in Procedure 3422 to recognize warning signs and symptoms of concussion and head injury. Additionally, all coaches will comply with Washington Interscholastic Activities Association (WIAA) guidelines for the management of concussions and head injuries.

Consistent with Washington law, the District will utilize guidelines developed with the Washington Interscholastic Activities Association (WIAA) and other pertinent information and forms to inform and educate coaches, youth athletes, and their parents and/or guardians of the nature and risk of concussions or head injuries, including the dangers associated with continuing to play after a concussion or head injury.

Annually, the district will distribute a head injury and concussion information sheet to all parents and guardians of student participants in competitive sport activities. The parent/guardian and student must return a signed acknowledgement indicating that they have reviewed and understand the information provided before the student participates in any covered activity. Until this acknowledgement form is returned and on file with the District, the student may not practice or compete.

Prior to their first use of school facilities, all private nonprofit youth programs must provide a written statement of compliance with this policy in regard to concussion and head injury with proof of insurance as required by RCW 4.24.660.

All coaches, including volunteers, will complete training as required in the District procedure. Additionally, all coaches of competitive sport activities will comply with WIAA guidelines for the management of head injuries and concussions.

### **Sudden Cardiac Arrest**

The Board of Directors further recognizes that sudden cardiac arrest is reported to be the leading cause of death in young athletes. The board will work with the WIAA and the University of Washington medicine center for sports cardiology to make available an online pamphlet that provides student athletes, their parents/guardians and coaches with information about sudden cardiac arrest. To this end, the district will maintain a link on its website to the OSPI website where the online pamphlet will be posted.

Annually, prior to participating in an interscholastic athletic activity, students and their parent/guardian must review the online pamphlet and return a signed statement to the school documenting their review. This form may be combined with the annually distributed head injury and concussion information sheet referenced above.

The board will also work with the WIAA and the University of Washington medicine center for sports cardiology to make available an existing online sudden cardiac arrest prevention program for coaches. Every three years, prior to coaching an interscholastic athletic activity, all coaches will complete the online program and provide a certificate of completion to the district.

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Students

All coaches, including volunteers, will complete training as required in the district procedure. Additionally, all coaches will comply with Washington Interscholastic Activities Association (WIAA) guidelines for the management of sudden cardiac arrest.

Prior to their first use of school facilities, all private nonprofit youth programs must provide a written statement of compliance with this policy in regard to sudden cardiac arrest with proof of insurance as required by RCW 4.24.660.

Cross References: Policy 4260 Use of School Facilities

Legal References: RCW 28A.600 Students  
RCW 4.24.660 Liability of school districts under contract with youth programs.

Management Resources: *Policy News*, August 2009 Concussion and Head Injuries  
Legislation

**Concrete School District**  
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