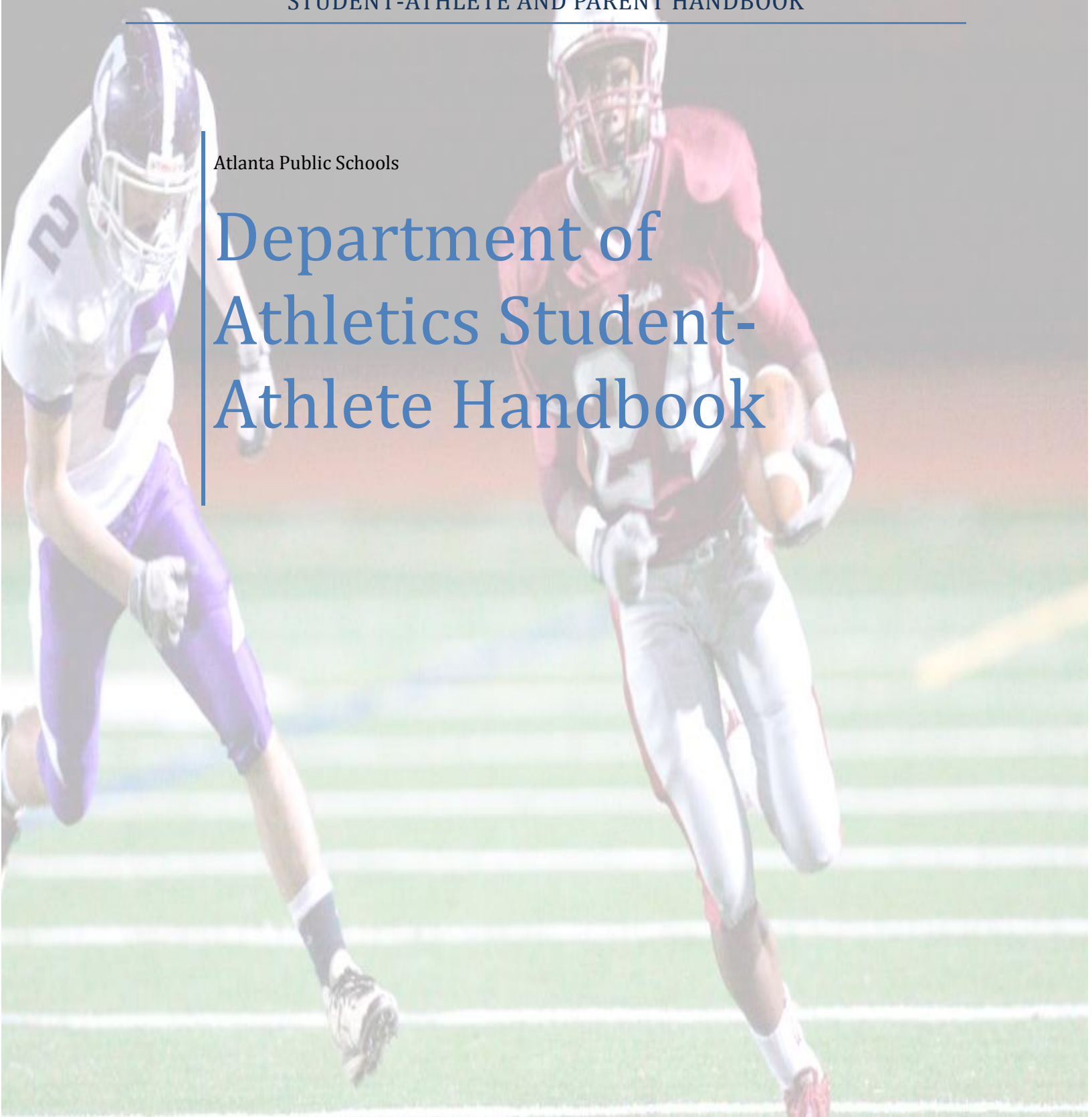


ATLANTA PUBLIC SCHOOLS
STUDENT-ATHLETE AND PARENT HANDBOOK

Atlanta Public Schools

Department of
Athletics Student-
Athlete Handbook



“Atlanta Public Schools Athletics program is committed to excellence in athletics as part of a larger commitment to excellence and education.”

MESSAGE FROM SUPERINTENDENT

Dear Student Athletes,

The opportunity to represent Atlanta Public Schools on the playing field requires determination, dedication and discipline. It demands the successful management of time and effort between academic responsibilities and athletic pursuits.

We take great pride in the accomplishments of our student-athletes, and we will continue our tradition of enriching educational and extracurricular activities for all of our students. While academic achievement is the top priority of APS, we encourage our students to take advantage of the diverse experiences that our school system offers.

I believe that athletics can be an integral part of developing well-rounded students. In fact, student-athletes typically develop a sense of pride, self-esteem, teamwork and commitment, traits that they may not realize in the classroom alone. Every coach, principal and teacher within APS understands that your participation in athletics can be an important supplement to your academic endeavors.

Thank you for participating in our athletics program and for the hard work and discipline required of you. We trust that you will commit to delivering your best efforts on the playing field and in the classroom.

Remember, representing APS in any endeavor, athletic or otherwise, is a privilege earned through hard work, determination and excellence in the classroom.

I wish you all the best for the coming year.

Sincerely,

Erroll B. Davis, Jr.

Superintendent

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MESSAGE FROM DIRECTOR OF ATHLETICS



WELCOME to the Atlanta Public Schools athletic program. Our Department of Athletics is extremely excited that you and your family have made the decision to participate in our interscholastic athletic and extracurricular activities program. Our goal is to provide an environment so that each of you enjoys tremendous success and opportunities with the chance to gain valuable and lifelong experiences through your association with our athletic program and all our extracurricular activities. Our responsibility is to help everyone in our athletic programs be successful. Have a great year and the best of luck to you, your family, and your team!

Jeff Beggs CMAA

Director of Athletics

Atlanta Public Schools

DEPARTMENT OF ATHLETICS CONTACT INFORMATION

Director of Athletics-Jeff Beggs CMAA jbeggs@atlantapublicschools.us	404-802-5575
Program Manager-High Schools-Jasper Jewell jjewell@atlantapublicschools.us	404-802-5575
Program Manager-Middle Schools-Rendell Jackson renjackson@atlantapublicschools.us	404-802-5575
Program Manager-Jim Mitchell jimitchell@atlantapublicschools.us	404-802-5575
Administrative Assistant-Barbara Williams bwilliams@atlantapublicschools.us	404-802-5575
Financial Administrative Assistant-Vicki Clark vtclark@atlantapublicschools.us	404-802-5575

High School Athletic Directors

BEST Academy	Michael Walker 404-802-4937	mwalker@atlantapublicschools.us
Carver	Darren Myles 404-802-4400	Dmyles@atlantapublicschools.us
Coretta Scott King	Andrea Adderly 404-802-4900	Aadderly@atlantapublicschools.us
Douglass	Rodney Cofield 404-802-3100	Rcofield@atlantapublicschools.us
Grady	Kathy Washington 404-802-3001	kwashington@atlantapublicschools.us
Maynard Jackson	Reginald Curry 404-802-5200	rcurry@atlantapublicschools.us
Mays	Natasha Harrigan 404-802-5100	nharrigan@atlantapublicschools.us
North Atlanta	D. Robert Whitman 404-802-4700	rwhitman@atlanta.publicschools.us
South Atlanta	Michael Reddick 404-802-5000	mreddick@atlantapublicschools.us
Therrell	Tony Rambo 404-802-5300	kwashington@atlantapublicschools.us
Washington	Rodney Hackney 404-802-4600	rhackney@atlantapublicschools.us

Academic Coaches

Carver	Judy Walker	jwfanning@bellsouth.net
Douglass	Vacant	
Grady	Matthew Hazel	mattr_hazel@yahoo.com
Jackson	Kenton Pope	kpope@atlantapublicschools.us
Mays	Mary Palmer	mpalmer@atlantapublicschools.us
North Atlanta	Danny Verdun-Wheeler	dvwheeler@atlantapublicschools.us
South Atlanta	Jamaal Clark	jclark@atlantapublicschools.us
Therrell	Vacant	
Washington	Tony McCrear	tomccrear@atlantapublicschools.us

Middle School Athletic Contacts

BEST Middle	Bakari Moore 404-802-4944	bmoore@atlantapublicschools.us
Brown	Kester Esokpunwu 404-802-6800	kesokpunwu@atlantapublicschools.us
Bunche	Trent Jamison 404-802-6700	tjamison@atlantapublicschools.us
Coan	Joretta Kelly 404-802-6600	jkelly@atlantapublicschools.us
Corretta Scott King	Willie Lee 404-802-4962	wlee@atlantapublicschools.us
Harper/Archer	Alana Allen 404-802-6500	aallen@atlantapublicschools.us
Inman	Diane Black 404-802-3200	dblack@atlanta.k12.ga.us
Kennedy	James Aucoin 404-802-3600	jaucoin@atlantapublicschools.us
King	Michael Armstrong 404-802-5400	mgarmstrong@atlantapublicschools.us
Long	Kerrick Mapson 404-802-4800	kmapson@atlantapublicschools.us
Parks	Attica Landers 404-802-6400	alanders@atlantapublicschools.us
Price	Schredrick Austin 404-802-6300	saustin@atlantapublicschools.us
Sutton	Amanda Fielder 404-802-5600	afielder@atlantapublicschools.us
Sylvan	Ralph Berry 404-802-6200	rberry@atlantapublicschools.us
Young	Nadine O'Connor 404-802-5900	noconnor@atlantapublicschools.us

STUDENT GUIDE TO PROPER STUDY HABITS

Success in the classroom must and always will be our top priority. Our teachers and coaches expect and demand ALL our student-athletes to strive for knowledge and top grades and, at the same time, develop a winning attitude in all walks of life. These are principles which we feel are important and should be continually stressed:

- Sit in the front row of each class.
- Show a good attitude toward the teacher and his/her class.
- Review each class and the material covered on a daily basis.
- Pay attention in class and take good notes.
- Ask questions! No question is a poor question.
- Ask for help when appropriate.
- Set aside a minimum of 2 hours each day to review schoolwork.

Parents can make a difference as well. How can you help your children become more successful students? Certain skills, attitudes, and behaviors characterize successful people. Helping your young adult to learn these skills can, in turn, help them to achieve their academic goals. Not all children can become Einstein or Picasso, or even straight A students, but many children can do better with a concerned amount of help, guidance and love.

Who Are Successful Students?

Successful students are **MOTIVATED** students who accept responsibility for their learning and who understand that success in all walks of life comes from their hard work and effort. These are the young men and women who consistently **ACHIEVE** in school. A successful student strives to pay attention and to concentrate on school related tasks. They can block out distractions from the environment around them that will interfere with their successful learning. Successful students work hard to develop the skills to **UNDERSTAND** the ideas that are presented in school. They are willing to get help if they have any troubles or difficulty in accepting the material. They work to **REMEMBER** the facts and ideas they need to achieve in school and work hard to prepare to perform well when tested. In addition, **SUCCESSFUL** students can do all of this in a relatively relaxed and stress free way. A successful student is one who is willing to succeed, because they are willing to **WORK**. They are concerned about doing well in school, but they do not create excessive pressure for themselves. Hard work comes from strong preparation, and being motivated to **ACHIEVE THEIR GOAL!**

Parents **PLEASE** take a concerned interest in your son or daughters school life. Know what is going on in their classes, who they are spending time at and away from school, and what is being required of them in their classes.

If your daughter or son has the goal of playing intercollegiate athletics, our goal is to prepare them in every way possible. Their goal will **NOT** be reached unless you and your child take their academic progress seriously as early as possible.

ALL of us, working together (parents, students, teachers, coaches, counselors, administrators, etc.), we can insure great academic success and success in life for your son and/or daughter. The two main ingredients for success in the classroom and in athletics are DEDICATION and DETERMINATION!

ATHLETIC PARTICIPATION RULES, REGULATIONS, AND GUIDELINES

*These regulations, rules, and guidelines are effective as of August 1, 2011

Purpose of Extracurricular Activities

The purpose of the ATLANTA PUBLIC SCHOOLS DEPARTMENT OF ATHLETICS and the ATLANTA PUBLIC SCHOOLS ATHLETIC ASSOCIATION (APSAA) is to provide a positive and well-rounded learning environment that will assist in each student-athletes growth and maturity. It is our goal to develop strong character in our student-athletes and to prepare them for their future after they graduate from our school. This part of their high school experience emphasizes academic excellence, discipline, hard work, and high moral standards. As teachers and coaches of our young people, we constantly strive to build a strong foundation for our student-athletes so they will grow and mature into responsible and productive citizens.

Teachers/Coaches

The coaches who lead these young people are teachers first. They are part of the APS family because they are ALL excellent teachers who care about their students, and are willing to work hard to provide the most successful environment possible.

Governing Associations

The extracurricular activities and athletics for the Atlanta Public School System and its Department of Athletics, as with all academic and eligibility rules and policies, are set forth by the State of Georgia Department of Education, The Georgia High School Association (GHSA) and the Atlanta Public Schools Board of Education.

Academic Eligibility

Students in the Atlanta Public School System must meet certain requirements in order to participate in extracurricular activities. As provided in the section above, a student must meet ALL requirements to be eligible for participation in any extracurricular activity. A summary of these requirements is given below:

1. Students must be enrolled in a full course load. This is six (6) courses in a traditional school and four (4) courses in a school on block scheduling. All of this course work must earn credit toward graduation; and
2. Students must successfully pass at least five out of six courses on a traditional schedule, three out of four courses on a block schedule, in one semester to be eligible the next semester, and

3. Students must be "On-Track" for graduation by earning a minimum number of Carnegie Units each year after entering high school. Students who do NOT meet the "On-Track" requirement will NOT be eligible for one semester, until he/she gets back on track. The "On-Track" requirements are:
4. GHSA Rule 1.53 Students must accumulate Carnegie Units towards graduation according to the following criteria:
 - First-year students (entering 9th grade) are eligible academically. Second semester first-year students must have passed courses carrying at least 2.5 Carnegie units the previous semester in order to participate.
 - Second-year students must have accumulated five (5) total Carnegie units in the first year,
 - AND passed courses carrying at least 2.5 Carnegie units in the previous semester.
 - Third-year students must have accumulated eleven (11) Carnegie units in the first and second years,
 - AND passed courses carrying at least 2.5 Carnegie units in the previous semester.
 - Fourth-year students must have accumulated sixteen (16) Carnegie units in the first three years,
 - AND passed courses carrying at least 2.5 Carnegie units in the previous semester.
 - Students may accumulate the required Carnegie units for participation during the school year and eligibility will be reinstated at the beginning of the next semester.
 - For the 2011-12 school year, fourth-year students must have accumulated seventeen (17) Carnegie Units.
 - Fifth year high school students are not eligible for participation

NOTE: Students may become academically eligible for participation at the end of a semester by meeting the "On-Track" requirement for that year.

QUESTIONS ABOUT ACADEMIC ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES Any questions about eligibility issues should be directed to your building level Athletic Director.

Traditional Summer Schools

Students who successfully complete summer school courses to maintain eligibility become eligible the last day of summer school, when the final grade is officially recorded. A maximum of 2 Carnegie Unit credits earned during summer school may be counted for eligibility purposes. Summer school credits (earned Carnegie Units) may only be earned through accredited institutions.

Post-Secondary Options

Students participating in post-secondary options program shall be eligible to participate at the parent school provided academic eligibility is maintained. Students shall receive credits at the parent school based on the following:

- 7.5 quarter hours at the college level equals 1 Carnegie Unit
- 5.0 semester hours at the college level equals 1 Carnegie Unit

*To participate, a student must be enrolled at a college for 18.75 quarter hours or 12.5 semester hours, or the equivalent of a full parent school load.

Students in post secondary options programs gain or lose eligibility on the first day of the subsequent semester of the parent school.

Make-Up Work

Students with academic deficiencies at the end of a semester may make-up work in a credit recovery program or similar provided that:

- Make-up work will be accepted on the same basis as make-up work for all other students in the school.
- Make-up work for each semester is completed ten (10) school days after the close of each semester.
- The student is ineligible until such time as the make-up work is completed and the required passing grade is recorded.

Loss of Eligibility

Students assigned to an alternative school or out of school suspension for disciplinary reasons, or adjudicated to a Youth Detention Center (YDC), lose their eligibility. Any suspension is considered to have ended when the student is physically readmitted to the regular classroom.

Residency and Eligibility

School service area/attendance zones for public schools are those attendance boundaries established by our Board of Education from which a school normally draws its students. As a school we will only allow those students who reside within a school's attendance zone or those students who are legally allowed by the Atlanta Public School System to participate in GHSA sponsored activities. There are many rules that apply to moving from one school to another, and from one attendance zone to another. Please be aware that any student found to be not residing within the appropriate school attendance zone, and participating in an activity due to full information not being divulged, will automatically be ruled ineligible for further participation, and until a full investigation of their place of residence is made. The GHSA has a process for each student. The Atlanta Public Schools Department of Athletics will abide by the rules and regulations of the Georgia High School Association and the policies of the Atlanta Public Schools Board of Education in regard to the residency and eligibility of a student.

If you have questions concerning residency of a prospective student, please contact the Athletic Director.

COLLEGE ENTRANCE REQUIREMENTS, EARNING SCHOLARSHIPS, NCAA CLEARINGHOUSE AND NCAA ELIGIBILITY CENTER

Initial Eligibility

Division I Academic Eligibility

To participate in Division I athletics or receive an athletic scholarship during the first year of college, a student-athlete must:

- Complete the 16 core-course requirement in eight semesters:
- 4 years of English
- 3 years of math (Algebra 1 or higher)
- 2 years of natural or physical science (including one year of lab science if offered by the high school)
- 1 extra year of English, math or natural or physical science
- 2 years of social science
- 4 years of extra core courses (from any category above, or foreign language, non-doctrinal religion or philosophy)
- Earn a minimum required grade-point average in core courses
- Earn a combined SAT or ACT sum score that matches the core course grade-point average and test-score sliding scale. (For example, a 3.000 core-course grade-point average needs at least a 620 SAT).

Division II Academic Eligibility (2009 - July 31, 2013)

If you enroll in a Division II college between now and July 31, 2013, and want to participate in athletics or receive an athletic scholarship during your first year, you must:

- Graduate from high school;
- Complete these 14 core courses:
 - 3 years of English
 - 2 years of math (Algebra 1 or higher)
 - 2 years of natural or physical science (including one year of lab science if offered by your high school)
 - 2 additional years of English, math, or natural or physical science
 - 2 years of social science
 - 3 years of extra core courses (from any category above, or foreign language, non-doctrinal religion or philosophy);
- Earn a 2.000 grade-point average or better in your core courses; and
- Earn a combined SAT score of 820 or an ACT sum score of 68.

Division II Academic Eligibility (As of August, 2013)

If you enroll in a Division II college on or after August 1, 2013, and want to participate in athletics or receive an athletic scholarship during your first year, you must

- Graduate from high school;
- Complete these 16 core courses:
 - 3 years of English
 - 2 years of math (Algebra 1 or higher)
 - 2 years of natural or physical science (including one year of lab science if offered by your high school)
 - 3 additional years of English, math, or natural or physical science
 - 2 years of social science
 - 4 years of additional core courses (from any category above, or foreign language, non-doctrinal religion or philosophy);
- Earn a 2.000 grade-point average or better in your core courses; and
- Earn a combined SAT score of 820 or an ACT sum score of 68.

Amateurism Eligibility

All incoming student-athletes must be certified as an amateur student-athlete. With global recruiting becoming more common, determining the amateur status of college-bound student-athletes can be challenging. All college-bound student-athletes, including international students, need to adhere to NCAA amateurism requirements in order to preserve their eligibility for NCAA intercollegiate athletics.

Certification process

All college-bound student-athletes must have an academic and amateurism certification from the NCAA Eligibility Center.

For the staff at the NCAA Eligibility Center to certify your amateur status, you must answer a questionnaire during registration. The questionnaire covers the following pre-collegiate enrollment activities:

- Contracts with professional teams
- Salary for participating in athletics
- Prize money
- Play with professionals
- Tryouts, practice or competition with a professional team
- Benefits from an agent or prospective agent

Agreement to be represented by an agent

Delayed initial full-time collegiate enrollment to participate in organized sports competition

The Guide for the College-Bound Student-Athlete contains more detailed information about initial academic and amateurism eligibility.

ATLANTA PUBLIC SCHOOLS ATHLETIC ASSOCIATION

The Atlanta Public Schools Athletic Association (APSAA) is an organization set up to govern the activities of the athletic department of the high schools and middle schools of Atlanta Public Schools. This association is an umbrella organization of which all individual schools and booster clubs for each sport fall under.

The purpose of this organization is:

1. To promote and support the mission and purpose of each high school and middle school and the Atlanta community.
2. To support in every way possible the total athletic program of Atlanta Public Schools.
3. To promote and encourage the highest level of integrity and sportsmanship among coaches, athletes, students, faculty and parents.
4. To always strive keep the best interests of the participants and student-athletes of Atlanta Public Schools in all of their decisions and endeavors.
5. To represent all high schools and middle schools in the policy decisions or administration of the school's athletic program or of the Atlanta Public School System.

*Please see the Atlanta Public Schools Athletic Association Constitution and By-Laws for additional information.

Athletic Awards

The Atlanta Public Schools Athletic Association will hold three awards night's presentations during each school year. Each will be held in conjunction with the end of each sports season (Fall, Winter and Spring). Each of that sports season's participants and teams are invited to and will participate in each season's awards night presentations.

Each Awards Night will consist of team recognitions as well as individual recognitions. Awards night recognitions will consist of team achievements, senior achievements (season and/or career), academic achievements (by class), and honorary and memorial awards that are established within the APSAA.

Individual schools, sports and their booster clubs may choose to hold individual team banquets, picnics, or team gatherings for their respective teams, coaches, and participants.

For benefits/awards a student-athlete may receive as a result of participation in a GHSA sponsored sport, activity, or event, please check with the Athletic Director.

The Georgia High School Association will allow only customary certificates, trophies, plaques, and awards letters. Any item beyond that may not be purchased for any athlete by the school, school system or any organization that represents the school. Also, a student -athlete may receive one (1) school sweater or letterman's jacket during his/her 8 semesters of eligibility.

Letter Jacket Guidelines

Every athlete has the opportunity to earn a letter and the opportunity to purchase a letter jacket/sweater during their athletic career at their school within APS. It must be understood, however, that only one (1) jacket may be awarded during a career. After receiving a jacket, an athlete may thereafter be awarded bars, certificates, or whatever is appropriate for that sport, to be decided upon by the building level Athletic Director and Principal. EVERYTHING (letters, team achievement patches, etc.) that goes on a jacket must be approved by the building level Athletic Director. This policy is in accordance with GHSA rules. Jackets may be awarded to sophomores, juniors, and seniors after the end of their second year in a sport. The student is responsible for the purchase of jackets.

Guidelines for earning a letter and the opportunity to order a letter jacket are as follows:

A letter is awarded after 2 years of participation in a particular sport, of which one must be varsity competition. This level of participation begins in the 9th grade and runs from grades 9-12.

If participation is in the 9th and 10th grade year, a letter will be awarded at the conclusion of the 10th grade sports season.

For participation beginning the 2nd year of high school, a letter will be awarded at the end of the student's third year sport's season in high school to be presented at the appropriate school's sports banquet or awards night.

For participation in a sport beginning in the third year, a letter will be awarded after qualifying during the sport's season of the fourth year, which is the second year of participation in that sport. The letter would be presented at the appropriate school's sports awards night.

A senior who comes out for a sport, and stays the entire year, and remains loyal and faithful in his/her practice and program attendance, may earn a letter. That decision will be made through the Head Coach of the sport and the building level Athletic Director

If a student participates in a sport for one season and does not continue the next season, but re-enters a following year, the letter will be awarded after the completion of the qualifying time necessary for lettering for that sport's season. EXAMPLE: A student participates in a sport as a freshman, does not go out as a sophomore, re-enters that same sport as a junior and plays varsity, the letter will be awarded at the end of that particular sports season, after having met lettering qualifications.

The Head Coach will determine what he/she considers varsity competition and participation. It is also the responsibility of the head coach of each sport to compile and present the list of letterman's candidates to the Athletic Director at the corresponding times reflected by the above lettering policy. For example, the Head Boys Soccer coach will present names to the Athletic Director of all boys' soccer team members who have completed two years at the conclusion of their 2nd year within the sport, one of which must meet the criteria of varsity competition.

The building level Athletic Director will keep and compile a database of all student-athletes in his/her school who have been awarded varsity letters.

Amateur Status/Awards

A student who represents a school in interscholastic competition shall be an AMATEUR in that activity.

An amateur athlete is one that engages in athletic competition solely for the physical, mental, social and pleasure benefits derived there from.

Accepting nominal, standard fees or salary for instructing, supervising or officiating in an organized Youth sports program or recreation, playground or camp activity, shall not jeopardize an athlete's amateur status.

Reasonable compensation derived from private lessons in a sport is permissible.

An athlete **FORFEITS AMATEUR STATUS** in a sport by:

- Competing for money or other monetary compensations except for reasonable allowances for travel, meals and lodging.
- Receiving any award or prize of monetary value which has not been approved by the GHSA.
- Capitalizing on athletic fame by receiving money or gifts with monetary value except athletic scholarships.
- Signing a professional playing contract in any sport, or hiring an agent to manage his/her athletic career.

* If there is ever any question about this, please speak with your high school coach or the Athletic Director.

Student-Athlete Code of Conduct

Student-athletes who participate in the athletic program of the Atlanta Public Schools are expected to be positive leaders and role models in their school and community. Participation is a privilege, not a right and with that comes responsibility to lead on and off the field and court. We all understand that, due to your involvement with your athletic team, your name and face will be familiar with the vast majority of your school's student body as well as in your community. Because of that, you are expected to be on your best behavior, in and out of school. The following addresses all Atlanta Public Schools student-athletes "Code of Conduct" in school, with their respective team, during and out of season and away from school.

1. Application and Additional Program and Team Rules

The rules, regulations, and guidelines of this handbook are applicable to any student-athlete within the Atlanta Public School System. The Head Coach of a particular sport may also make additional requirements and this is encouraged by the APS Department of Athletics, Principal and building level Athletic Director.

2. Traveling To and From Contests

All teams and team members will travel to and from away games, contests, and matches by transportation provided by the Atlanta Public School System. The general rule is that if you leave with the team, you return with the team. Exceptions include:

- A serious emergency situation arises, by which the athlete AND his/her parents must give written permission to the coach in charge.
- The parents are traveling from the contest site to another destination OUTSIDE of the City of Atlanta. In this event, the athlete must present written permission from the parents before the game or contest and the parents are present to escort the athlete to their vehicle after speaking with the coach in charge.

3. Traveling To and From Practice

We have many of our venues for practice and contests at off-campus sites. It is the student/parents responsibility to transport, or arrange transportation for your son/daughter to and from practice at our off-campus sites. These include Cross Country, Baseball, Fast-Pitch Softball, Competitive Cheerleading, Swimming, Golf, and Tennis. APS may make alternate travel arrangements as needed.

4. Fines, Loss of Uniforms and Issued Equipment

All athletes must return all issued and designated uniforms and equipment issued by the Head Coach of the sport of their participation. All indebtedness must be cleared. It is the responsibility of the student-athlete to either return the equipment, uniform, etc., or the athlete will be charged for the amount of the equipment lost and or not returned. Once again, athletes are responsible for ALL materials issued to them.

5. Radios, Music Boxes, Etc.

In accordance with school system rules, no radios, iPods, music boxes, cell phones, etc. will be allowed on athletic travel busses or in facilities where Atlanta Public Schools High School athletic events are being held. The ONE exception will be a system where headphones are used so that any sound or music will not and cannot be heard by anyone else. A cell phone may used upon arrival home to arrange a ride and/or pick up from the school.

6. Athletic Team Dress and Behavior

Atlanta Public Schools High School athletic teams will dress appropriately when traveling to away games and contests. The Head coach of the sport will determine dress while representing Atlanta Public Schools at a contest or team function. Sloppy and outrageous attire will not be worn by Atlanta Public Schools student-athletes when traveling to and from away games. Pants will be worn at the waist and no hats except for baseball and softball. Team members will conduct themselves as responsible young gentlemen and young ladies and follow ALL school rules. In all athletic practices and contests, jewelry CANNOT be worn, in accordance with the Georgia High School Association

and the National High School Federation roles and by-laws. This includes watches, necklaces, earrings, body piercing of any manner, etc.

7. Dismissal From a Team and/or Activity

Whether a student-athlete's behavior, attitude or other circumstances warrant his/her removal from an athletic team, this is left to the discretion of the Head Coach of that particular sport, the Athletic Director and/or the Principal.

If a student-athlete is dismissed from a team because of discipline problems or infractions of team rules, he/she may appeal to the Head Coach of the particular sport and the Athletic Director for reinstatement. Some form of sincerity must be shown for reinstatement to be considered. Any possible form of reinstatement may also be accompanied by conditions as set forth by the Head coach for restitution or insurance of sincerity.

Any conduct that is detrimental to the team, as considered by the Head Coach and/or the Leadership of the school may result in removal from the team and/or the Athletic Program. Disciplinary action MAY be taken from the school pending on the nature of the offense.

8. Quitting a Sport

Once a student goes out for a sport, we strongly encourage them to complete their responsibility to their teammates and that sport. Any student-athlete, who quits that sport before the end of the respective season, may NOT try out or practice with another sport until the original sport season is completed. The only exception to that is the Head Coach of the original sport has the option to release them from their obligation to the original sports and its team.

9. Discipline Away From School and Off Campus

All student-athletes are subject to disciplinary action and/or dismissal from the athletic program for any violation of the Atlanta Public School System or Atlanta Public School Systems' Code of Conduct not just while participating in school activities and functions, but OFF CAMPUS and AWAY FROM SCHOOL activities as well. If any student-athlete has legal charges filed against them, the Atlanta Public School System and each of its school's athletic programs reserves the right to withhold that student from participation until those charges are adjudicated. Our student-athletes are participating in an extracurricular activity that represents not only themselves, but their family, school and community as well. Each student-athlete is responsible to this program in regards to their actions at all times.

10. Discipline During School

The Department of Athletics of the Atlanta Public School System, its coaches and teachers, expects and demands all of its student-athletes to be students first. Along with this requirement, it is expected that your discipline and behavior in the classroom must be of the highest respect and honor at ALL times. Athletes should be the people who set the best example for the remainder of

the student body in the classroom. All student-athletes are expected to follow the APS Student Code of Conduct. The Athletic Department reserves the right to punish school-time discipline problems caused by its athletes over and above the normal school system disciplinary procedures.

11. Missing Practice-Excused, Unexcused Absences/Checking In and Out

Practice for any sport is extremely important. It is the responsibility of the student-athlete to be at each and every practice. If, because of emergency, illness, or some other crucial situation, an athlete cannot be at practice, he/she must notify the Head Coach of the particular sport BEFORE the practice session is held.

Definitions and procedures:

- Excused absences-Any absence about which the Head Coach of the particular sport is notified BEFORE a practice session occurs. Any makeup for the missed practice is left to the discretion of the Head Coach of the sport.
- Unexcused Absence-Only two (2) unexcused absences are allowed per athlete per season. An unexcused absence is defined as any absence from practice about which the Head Coach of the particular sport is NOT notified verbally before the practice session begins. This rule refers to any reason a student-athlete cannot be at practice and includes; after school detention, test make-ups, another after school meeting, absent from school that day, doctor's appointments, checking out from school that day, etc.
- Checking In/Checking Out during the season-It is the responsibility of the student-athlete to be at school at all times. The Athletic Department staff does not want any student out of school or classes for any reason. If the situation arises for which the student-athlete may not be in school for whatever reason, the student athlete and/or parent MUST notify the Head coach of the sport before each Check in and/or Check Out.
- Missed Practices Regulations:
 1. 1st Unexcused Absence from Practice-Make-up practice and any stipulations at the discretion of The Head Coach.
 2. 2nd Unexcused Absence from practice-Make-up practice and any stipulations at the discretion of Head Coach, 1 game or contest suspension
 3. 3rd Unexcused absence from practice-Removal from team and activity for remainder of the season.

***These are Athletic Department regulations. The Head coach of the particular sport may impose additional rules above these and the Athletic Director encourages this.

12. School Day Attendance Eligibility

A student must be in attendance in school the day of a game and/or contest a minimum of one half of the school day (3 full periods on a traditional schedule, 2 full periods on the 4X4 block) to be eligible to participate in that days contest.

13. Simultaneous Sports Activities

No Atlanta Public School System student-athlete may participate in another GHSA sanctioned sport's practices or games until the original sports season is complete (unless approved by the two sport's Head Coaches and the building level Athletic Director). This rule covers overlapping seasons. No APS student-athlete may compete simultaneously on a high school team (in one sport) and a recreation or outside team (or other organization outside the school) in another sport simultaneously without the approval of the high school coach of the particular sport involved and the Athletic Director.

ATLANTA PUBLIC SCHOOLS ATHLETIC PROGRAM SUBSTANCE ABUSE GUIDELINES

The use of any alcohol, tobacco products, or illegal chemical substances will not be tolerated or allowed by any student-athlete of Atlanta Public Schools either on campus or off campus. Upon report of such substances of use or abuse, the Head Coach of the sport for which the student - athlete is currently involved and the Athletic Director will investigate; and, institute such punishment as may be deemed necessary by policy. If the student-athlete involved in the instance of substance abuse is not participating in a sport currently in-season, then the Head coach(s) of the sport(s) on which he/she participates will follow the same process along with the Athletic Director. Appropriate discipline will be administered with respect to the severity of the offense.

*This guideline will not supersede the Atlanta Public School System Student Code of Conduct, when applicable.

Tobacco Use and/or Possession

- 1st Offense-Game or Contest suspension, Must attend practice, Counseling recommended
- 2nd Offense-Suspended 25% of schedule or number of contests remaining in season, Must attend practice, Counseling Required
- 3rd Offense-Suspended for 50% of schedule or number of contests remaining in season, Must attend practice, Counseling Required
- 4th Offense-Suspended for remainder of that sport's season, Counseling required to return to participate in other sports

Alcohol Use and/or Possession

- 1st Offense-Suspended 50% of schedule for current sport, must practice each day with coach's discretion, Counseling Recommended
- 2nd Offense-Suspended for the remainder of that sport's season, Counseling Required
- 3rd Offense-Suspended from the Athletic Program for 1 year, Counseling Required

Illegal Drug Use/Possession

- 1st Offense-Suspended for remainder (100%) of that sports season, must practice each day with coaches discretion, Counseling required to return to participate, Will submit to one

random drug test, at parent's expense, before return to full active status as a player. Will also submit to one random drug test, at parent's expense at Head Coach's, Athletic Director's and/or Principal's discretion It is also the Head Coach's, Athletic Director's and/or Principal's discretion as to player's return for remainder of season based on Completion of aforementioned responsibilities, remorseful conduct and cooperative attitude.

- 2nd Offense-1 year suspension from ALL Atlanta Public School System School Athletics, Counseling Required, Drug Testing required at parent's expense, Cooperation with law enforcement
- 3rd Offense-Career suspension from ALL Atlanta Public Schools Athletics involvement and/or participation

*Parents will be notified at each offense by Head Coach.

*Must be seen or caught by school system employee or Law Enforcement.

*These punishments are minimal. Head Coaches have the discretion for punishment above any beyond these guidelines.

*Student-athlete will also be subject to school corrective actions as delineated in the Atlanta Public Schools Student Code of Conduct.

SPORTS MEDICINE ATHLETIC TRAINING INFORMATION

Athletic Training and Medical Treatment, Staff, Training Room

The APS sports medicine program's goal is to become one of the best in the country at the high school level.

EMS services are provided at all football games and track meets.

Once a student has been treated by a physician, our coaches can help in rehabilitation, and written permission from the doctor is required to return to the activity.

Strength and Conditioning Program

All athletes, male and female, are strongly encouraged to participate in the APS Strength and Conditioning program. Each high school will have an instructor who is a nationally certified strength and conditioning instructor (by the fall of 2013). Our program is designed to develop strength, speed, quickness, flexibility, and agility as well as reduce the risk of injury. It assists ALL athletes in improving in their particular sport. Students may participate in school time classes as well as before and after school time. Contact your building level Athletic Director or instructor for more information.

Sportsmanship

It is the responsibility of all participants in a contest, to include but not limited to, players, managers, trainers, coaches, administrators, parents, fans, etc. to conduct themselves in such a way and to use every means possible to promote and value good sportsmanship in our practices, team activities, games, events and contests.

Gender Equity Policy

In accordance with federal and state law, the Atlanta Public School System prohibits discrimination on the basis of gender in its interscholastic athletic programs. No student in the Atlanta Public School System shall be excluded from participation in, be denied the benefits of, be treated differently from another student, or otherwise be discriminated against on the basis of gender in any interscholastic athletic program offered by the Atlanta Public School System. Separate teams will be offered for male and female students only where selection for such teams is based on competitive skills or the activity involved is a contact sport. As used in this policy, the term "contact sport" includes basketball, football, boxing, ice hockey, rugby, wrestling, and any other sport in which the purpose or major activity involves bodily contact.

The Atlanta Public School System shall undertake all reasonable efforts to provide equal athletic opportunities for members of both genders. The school system Sports Equity Coordinator shall ensure that the school system regularly assesses its athletic programs to determine whether there are equal athletic opportunities for members of both genders.

An equity in sports grievance procedure is hereby adopted that provides for prompt and equitable resolution of written student complaints alleging any action that would be a violation of the pertinent Code section, including those brought by a parent or guardian on behalf of a minor child who is a student. The grievance procedure shall be as follows:

Complaint Procedure

The following complaint procedure shall be used for prompt and equitable resolution of complaints alleging a violation of this policy or of state or federal gender discrimination laws.

1. Any complaint regarding this policy shall be submitted in writing to the Director of Athletics at the school by a student or by a parent or guardian of a minor student.
2. The school level Athletic Director of Principal shall render a decision in writing no later than 30 days after receipt of the complaint. The decision shall set forth the essential facts and rationale for the decision.
3. A copy of the decision shall be provided to the complainant within five days of the date of the decision.

4. A complainant shall have the right to appeal the decision to the Director of Athletics, Jeff Beggs within 35 days of the date of the decision.

5. A complainant may appeal a decision to the Board in accordance within 35 days using procedures specified in O.C.G.A. §20-20-1160.

Atlanta Public School System, Sports Equity Coordinator Jeff Beggs, CMAA, Director of Athletics, 404-802-5575

FORMS FOR PARTICIPATION

Attached are forms that must be completed for your son/daughter to participate in the Atlanta Public Schools athletic program. Please read this booklet and all forms thoroughly, sign and date each form, and return all to the Head Coach of the sport or the building level Athletic Director at the middle school or High School your son or daughter attends.

1. Physical exam form-all athletes must have a physical exam by a licensed medical physician. This completed exam is good for one calendar year. All exams must be on the mandated GHSA attached form.
2. Emergency Treatment Form-This form allows our athletic trainer and/or coaches to make the decision to transport your son/daughter and allow hospital staff to treat your son/daughter in the event you cannot be contacted.
3. Permission to Participate-This form gives your son/daughter your permission to participate in our athletic program. Within that, you voluntarily and knowingly assume the risk inherent in all athletic activities.
4. Insurance Waiver-This form states that your son/daughter is adequately covered by your personal accidental insurance in case of accident and/or injury. Regular purchased school insurance covers all school sponsored sports activities, except for tackle football. See your coach and/or the athletic Director for more information. We encourage ALL families to take out the school time insurance, available through your school, in addition to your regular family insurance. This form also allows you to provide your personal insurance information to be used only if necessary and in an emergency situation.
5. Substance Abuse Guidelines- This form outlines the penalties for substance abuse, which may include tobacco, alcohol and or illegal drug possession or abuse.
6. Read and Received form-This form acknowledges that you have received and read the Atlanta Public Schools Student Athlete Handbook.

ATLANTA PUBLIC SCHOOLS ATHLETICS

Please read and complete each section of this document. Form must be completed before students are cleared to participate.

Student-Athletes Name _____ Parents name _____
Home telephone # _____ Parent Cell # _____
Home Address _____ City _____ Zip _____

Part I PARENT CONSENT FOR ATHLETIC PARTICIPATION AND EMERGENCY MEDICAL TREATMENT

I, _____, parent or guardian, hereby gives consent for my child or ward, _____ to compete in middle school or high school athletics for _____ Middle/High School. Should at any time I desire said student to refrain from participating, I will notify the athletic director or head coach of said school in writing. I fully understand insurance coverage and limitations. Also, in consideration of my son's/daughter's opportunity to participate in interscholastic activities, I hereby consent to emergency medical treatment, hospitalization or other medical treatment as may be necessary for the welfare of the above-named child, by a physician, qualified nurse, and/or hospital, in the event of injury or illness during all periods of time in which the student is away from his/her legal residence as a member of an interscholastic activity team or group, and hereby waive on behalf of myself and the above-named child any liability of The Atlanta Board of Education, any of its agents or employees, arising out of such medical treatment.

WARNING: BY ITS NATURE, PARTICIPATION IN INTERSCHOLASTIC ATHLETICS INCLUDES A RISK OF INJURY WHICH MAY RANGE IN SEVERITY FROM MINOR TO LONG-TERM CATASTROPHIC, INCLUDING PERMANENT PARALYSIS FROM THE NECK DOWN OR DEATH. PARENTS OR STUDENTS WHO DO NOT WISH TO ACCEPT THE RISKS DESCRIBED IN THIS WARNING SHOULD NOT SIGN THIS FORM.

By signing this Form, I acknowledge that I have read and understand this warning and consent for participation and emergency medical treatment.

Parent's or Guardian's Signature _____ Date _____

Family Physician _____ Phone Number _____

Known Medical Conditions or Allergies _____

Part II

PLEASE CHECK ONE OF THE FOLLOWING INSURANCE OPTIONS

OPTION NO. 1: I hereby certify that my child or ward, (name) _____ is a member of a group or to her private hospital and medical plan and/or Medicaid and is covered by that policy or plan for injuries, which may occur from athletic participation. Coverage there under is provided by (name of Company) _____, under Policy No. _____. I understand and affirm that, in light of my selection of this Option, the Atlanta Board of Education has relied upon this certification by me in allowing my child or ward to participate in middle/high school athletics. I will notify the Atlanta Board of Education in writing of any changes in coverage within ten (10) days of said change.

OPTION NO. 2: I hereby certify that my child or ward, _____ is not a member of a group or other private hospital and medical plan, including Medicaid, and is not covered by any policy or plan for injuries which may occur from athletic participation. I understand the Atlanta Public School System will make available *limited* excess medical coverage as per insurance outline/overview for my child or ward for Varsity, Jr. Varsity and Middle School Athletics paid by the district on behalf of my child or ward. I further understand that no payment will be made for any medical expense incurred after the policy period expires on June 30, 2013, regardless of the date of my child's/ward's injury. All medical expenses incurred must be submitted no later than June 1, 2013. All medical expenses are excess over any other valid insurance including Medicaid. I understand that I am responsible for the filing of any and/or all medical claims. I have read and understand the benefits and exclusions.

NOTE: THERE CAN BE NO PARTICIPATION IN THE ATHLETIC PROGRAMS OF THE ATLANTA PUBLIC SCHOOLS UNLESS THE STUDENT IS COVERED BY A GROUP PLAN, MEDICAID OR IN THE EVENT OF NO INSURANCE, THE LIMITED EXCESS BENEFIT PLAN MADE AVAILABLE THROUGH THE ATLANTA PUBLIC SCHOOLS.

I understand and affirm my selection of this option.

Parent's or Guardian's Signature _____ Date _____

Part III STUDENT MEDIA RELEASE FORM

I hereby agree to allow my child, _____, to be photographed, videotaped and/or voice recorded and for his/her name, image, likeness and voice to be used APS approved photographs, videos, publications, news media and web pages for special projects or publicity aimed at promoting school activities and sound teaching practices.

I am aware that my child may be asked a variety of questions concerning school and school-related activities and programs, and that the contents of the interview may be published or aired publicly. I understand that my child will be under the supervision of a school staff member during the interview or photo session, though not if the photographs or video or voice recordings are part of a general background scene in which my child is not identified.

My child reserves the right to refuse to answer any questions or participate in any discussions that make him/her feel uncomfortable or embarrassed. Additionally, my child and/or the supervising school agent reserves the right to terminate the interview, photo or video session at any time if said activities cause embarrassment or discomfort to my child.

I understand that neither APS, nor the news media, has any obligation to air or publish the image, photos, videotape and/or voice of my child. I also understand that neither my child nor I will receive any monetary compensation for the rights granted herein. And I understand that my child's appearance or the use of his/her voice in any publication, photo or televised form does not confer any ownership rights on my child or me.

If by reason of my child's statements and actions in the interview, photos, images, videotape and/or voice recording, or the materials furnished to my child for the same, there is any claim or litigation involving any charge by third parties of violation or infringement of their right, I agree to indemnify and hold harmless Atlanta Public Schools, its staff and its licensees, and assigns from liability, loss or expenses arising from such claim or litigation.

Parent's or Guardian's Signature _____ Date _____

PREPARTICIPATION PHYSICAL EVALUATION HISTORY FORM

(Note: This form is to be filled out by the patient and parent prior to seeing the physician. The physician should keep this form in the chart.)

Date of Exam _____
 Name _____ Date of birth _____
 Sex _____ Age _____ Grade _____ School _____ Sport(s) _____

Medicines and Allergies: Please list all of the prescription and over-the-counter medicines and supplements (herbal and nutritional) that you are currently taking

Do you have any allergies? Yes No If yes, please identify specific allergy below.
 Medicines Pollens Food Stinging Insects

Explain "Yes" answers below. Circle questions you don't know the answers to.

GENERAL QUESTIONS	Yes	No
1. Has a doctor ever denied or restricted your participation in sports for any reason?		
2. Do you have any ongoing medical conditions? If so, please identify below: <input type="checkbox"/> Asthma <input type="checkbox"/> Anemia <input type="checkbox"/> Diabetes <input type="checkbox"/> Infections Other: _____		
3. Have you ever spent the night in the hospital?		
4. Have you ever had surgery?		
HEART HEALTH QUESTIONS ABOUT YOU	Yes	No
5. Have you ever passed out or nearly passed out DURING or AFTER exercise?		
6. Have you ever had discomfort, pain, tightness, or pressure in your chest during exercise?		
7. Does your heart ever race or skip beats (irregular beats) during exercise?		
8. Has a doctor ever told you that you have any heart problems? If so, check all that apply: <input type="checkbox"/> High blood pressure <input type="checkbox"/> A heart murmur <input type="checkbox"/> High cholesterol <input type="checkbox"/> A heart infection <input type="checkbox"/> Kawasaki disease Other: _____		
9. Has a doctor ever ordered a test for your heart? (For example, ECG/EKG, echocardiogram)		
10. Do you get lightheaded or feel more short of breath than expected during exercise?		
11. Have you ever had an unexplained seizure?		
12. Do you get more tired or short of breath more quickly than your friends during exercise?		
HEART HEALTH QUESTIONS ABOUT YOUR FAMILY	Yes	No
13. Has any family member or relative died of heart problems or had an unexpected or unexplained sudden death before age 50 (including drowning, unexplained car accident, or sudden infant death syndrome)?		
14. Does anyone in your family have hypertrophic cardiomyopathy, Marfan syndrome, arrhythmogenic right ventricular cardiomyopathy, long QT syndrome, short QT syndrome, Brugada syndrome, or catecholaminergic polymorphic ventricular tachycardia?		
15. Does anyone in your family have a heart problem, pacemaker, or implanted defibrillator?		
16. Has anyone in your family had unexplained fainting, unexplained seizures, or near drowning?		
BONE AND JOINT QUESTIONS	Yes	No
17. Have you ever had an injury to a bone, muscle, ligament, or tendon that caused you to miss a practice or a game?		
18. Have you ever had any broken or fractured bones or dislocated joints?		
19. Have you ever had an injury that required x-rays, MRI, CT scan, injections, therapy, a brace, a cast, or crutches?		
20. Have you ever had a stress fracture?		
21. Have you ever been told that you have or have you had an x-ray for neck instability or atlantoaxial instability? (Down syndrome or dwarfism)		
22. Do you regularly use a brace, orthotics, or other assistive device?		
23. Do you have a bone, muscle, or joint injury that bothers you?		
24. Do any of your joints become painful, swollen, feel warm, or look red?		
25. Do you have any history of juvenile arthritis or connective tissue disease?		

MEDICAL QUESTIONS	Yes	No
26. Do you cough, wheeze, or have difficulty breathing during or after exercise?		
27. Have you ever used an inhaler or taken asthma medicine?		
28. Is there anyone in your family who has asthma?		
29. Were you born without or are you missing a kidney, an eye, a testicle (males), your spleen, or any other organ?		
30. Do you have groin pain or a painful bulge or hernia in the groin area?		
31. Have you had infectious mononucleosis (mono) within the last month?		
32. Do you have any rashes, pressure sores, or other skin problems?		
33. Have you had a herpes or MRSA skin infection?		
34. Have you ever had a head injury or concussion?		
35. Have you ever had a hit or blow to the head that caused confusion, prolonged headache, or memory problems?		
36. Do you have a history of seizure disorder?		
37. Do you have headaches with exercise?		
38. Have you ever had numbness, tingling, or weakness in your arms or legs after being hit or falling?		
39. Have you ever been unable to move your arms or legs after being hit or falling?		
40. Have you ever become ill while exercising in the heat?		
41. Do you get frequent muscle cramps when exercising?		
42. Do you or someone in your family have sickle cell trait or disease?		
43. Have you had any problems with your eyes or vision?		
44. Have you had any eye injuries?		
45. Do you wear glasses or contact lenses?		
46. Do you wear protective eyewear, such as goggles or a face shield?		
47. Do you worry about your weight?		
48. Are you trying to or has anyone recommended that you gain or lose weight?		
49. Are you on a special diet or do you avoid certain types of foods?		
50. Have you ever had an eating disorder?		
51. Do you have any concerns that you would like to discuss with a doctor?		
FEMALES ONLY		
52. Have you ever had a menstrual period?		
53. How old were you when you had your first menstrual period?		
54. How many periods have you had in the last 12 months?		

Explain "yes" answers here

I hereby state that, to the best of my knowledge, my answers to the above questions are complete and correct.

Signature of athlete _____ Signature of parent/guardian _____ Date _____

PREPARTICIPATION PHYSICAL EVALUATION

THE ATHLETE WITH SPECIAL NEEDS: SUPPLEMENTAL HISTORY FORM

Date of Exam _____

Name _____ Date of birth _____

Sex _____ Age _____ Grade _____ School _____ Sport(s) _____

1. Type of disability		
2. Date of disability		
3. Classification (if available)		
4. Cause of disability (birth, disease, accident/trauma, other)		
5. List the sports you are interested in playing		
	Yes	No
6. Do you regularly use a brace, assistive device, or prosthetic?		
7. Do you use any special brace or assistive device for sports?		
8. Do you have any rashes, pressure sores, or any other skin problems?		
9. Do you have a hearing loss? Do you use a hearing aid?		
10. Do you have a visual impairment?		
11. Do you use any special devices for bowel or bladder function?		
12. Do you have burning or discomfort when urinating?		
13. Have you had autonomic dysreflexia?		
14. Have you ever been diagnosed with a heat-related (hyperthermia) or cold-related (hypothermia) illness?		
15. Do you have muscle spasticity?		
16. Do you have frequent seizures that cannot be controlled by medication?		

Explain "yes" answers here

Please indicate if you have ever had any of the following.

	Yes	No
Atlantoaxial instability		
X-ray evaluation for atlantoaxial instability		
Dislocated joints (more than one)		
Easy bleeding		
Enlarged spleen		
Hepatitis		
Osteopenia or osteoporosis		
Difficulty controlling bowel		
Difficulty controlling bladder		
Numbness or tingling in arms or hands		
Numbness or tingling in legs or feet		
Weakness in arms or hands		
Weakness in legs or feet		
Recent change in coordination		
Recent change in ability to walk		
Spina bifida		
Latex allergy		

Explain "yes" answers here

I hereby state that, to the best of my knowledge, my answers to the above questions are complete and correct.

Signature of athlete _____ Signature of parent/guardian _____ Date _____

PREPARTICIPATION PHYSICAL EVALUATION PHYSICAL EXAMINATION FORM

Name _____ Date of birth _____

PHYSICIAN REMINDERS

- Consider additional questions on more sensitive issues
 - Do you feel stressed out or under a lot of pressure?
 - Do you ever feel sad, hopeless, depressed, or anxious?
 - Do you feel safe at your home or residence?
 - Have you ever tried cigarettes, chewing tobacco, snuff, or dip?
 - During the past 30 days, did you use chewing tobacco, snuff, or dip?
 - Do you drink alcohol or use any other drugs?
 - Have you ever taken anabolic steroids or used any other performance supplement?
 - Have you ever taken any supplements to help you gain or lose weight or improve your performance?
 - Do you wear a seat belt, use a helmet, and use condoms?
- Consider reviewing questions on cardiovascular symptoms (questions 5–14).

EXAMINATION		
Height _____	Weight _____	<input type="checkbox"/> Male <input type="checkbox"/> Female
BP _____ / _____ (_____ / _____)	Pulse _____	Vision R 20/ _____ L 20/ _____ Corrected <input type="checkbox"/> Y <input type="checkbox"/> N
MEDICAL	NORMAL	ABNORMAL FINDINGS
Appearance • Marfan stigmata (kyphoscoliosis, high-arched palate, pectus excavatum, arachnodactyly, arm span > height, hyperlaxity, myopia, MVP, aortic insufficiency)		
Eyes/ears/nose/throat • Pupils equal • Hearing		
Lymph nodes		
Heart ^a • Murmurs (auscultation standing, supine, +/- Valsalva) • Location of point of maximal impulse (PMI)		
Pulses • Simultaneous femoral and radial pulses		
Lungs		
Abdomen		
Genitourinary (males only) ^b		
Skin • HSV, lesions suggestive of MRSA, tinea corporis		
Neurologic ^c		
MUSCULOSKELETAL		
Neck		
Back		
Shoulder/arm		
Elbow/forearm		
Wrist/hand/fingers		
Hip/thigh		
Knee		
Leg/ankle		
Foot/toes		
Functional • Duck-walk, single leg hop		

^aConsider ECG, echocardiogram, and referral to cardiology for abnormal cardiac history or exam.
^bConsider GU exam if in private setting. Having third party present is recommended.
^cConsider cognitive evaluation or baseline neuropsychiatric testing if a history of significant concussion.

- Cleared for all sports without restriction
- Cleared for all sports without restriction with recommendations for further evaluation or treatment for _____

- Not cleared
- Pending further evaluation
 - For any sports
 - For certain sports _____
- Reason _____

Recommendations _____

I have examined the above-named student and completed the preparticipation physical evaluation. The athlete does not present apparent clinical contraindications to practice and participate in the sport(s) as outlined above. A copy of the physical exam is on record in my office and can be made available to the school at the request of the parents. If conditions arise after the athlete has been cleared for participation, the physician may rescind the clearance until the problem is resolved and the potential consequences are completely explained to the athlete (and parents/guardians).

Name of physician (print/type) _____ Date _____

Address _____ Phone _____

Signature of physician _____, MD or DO

PREPARTICIPATION PHYSICAL EVALUATION CLEARANCE FORM

Name _____ Sex M F Age _____ Date of birth _____

Cleared for all sports without restriction

Cleared for all sports without restriction with recommendations for further evaluation or treatment for _____

Not cleared

Pending further evaluation

For any sports

For certain sports _____

Reason _____

Recommendations _____

I have examined the above-named student and completed the preparticipation physical evaluation. The athlete does not present apparent clinical contraindications to practice and participate in the sport(s) as outlined above. A copy of the physical exam is on record in my office and can be made available to the school at the request of the parents. If conditions arise after the athlete has been cleared for participation, the physician may rescind the clearance until the problem is resolved and the potential consequences are completely explained to the athlete (and parents/guardians).

Name of physician (print/type) _____ Date _____

Address _____ Phone _____

Signature of physician _____, MD or DO

EMERGENCY INFORMATION

Allergies _____

Other information _____
