

RILEY SCHOOL
(COACH - STUDENT - PARENT)

**RILEY COMMUNITY CONSOLIDATED
SCHOOL DISTRICT 18
9406 RILEY ROAD
MARENGO, ILLINOIS 60152**

ATHLETIC HANDBOOK
HOME OF THE VIKINGS

BOARD OF EDUCATION ADOPTED
December 21, 2011

REVISED: (8/2023)

RILEY CCSD 18 ATHLETIC HANDBOOK

It is the intent of this handbook to establish guidelines and general regulations governing athletic activities for Riley CCSD 18. We ask that you and your parents review the handbook carefully and keep it throughout your participation in athletic activities.

When you are a part of an athletic program, you are a representative of Riley CCSD 18. You are expected to demonstrate appropriate behavior at all times. Riley CCSD 18 needs quality people to have quality programs.

The Athletic Handbook is meant to compliment all rules and regulations set forth in the Student Handbooks and Board Policy. Students participating in athletic activities will also be governed by the discipline code, which governs the entire student body.

In establishing this handbook, an attempt has been made to include all areas, problems, and circumstances, which might arise during a particular athletic season at Riley CCSD 18 schools. However, it is realized that not all situations can be anticipated and many decisions will have to be made as actions occur.

Athletic activities are a privilege and an integral part of the total educational process. The important goals of the athletic program are to offer students direction in developing healthful living habits, discipline, leadership, sportsmanship, and acceptance of rules and responsibilities. While we strive to win as often as we can, we are mindful that how we win or lose tells more about us than the final score.

The Athletic Handbook will be enforced for all participants in athletic activities at Riley CCSD 18 schools. This also includes all persons connected with the various groups, such as managers, etc. While participating, we ask that you keep these thoughts in mind:

1. Participation is a privilege and you are participating by choice.
2. You are representing yourself, your family, the school and community; participate in a manner that reflects a positive outcome.
3. Athletic activities are part of the educational process, if you are unsure about what this means, consult an administrator or coach.

Respectfully,

Riley CCSD 18 Board of Education & Administration

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MISSION STATEMENT FOR ATHLETIC ACTIVITIES

The mission of the Riley Community Consolidated School District 18 is the teaching of fundamental skills and strategies and the motivation of students for the inherent worth of athletic competition and the carryover of positive attitudes in school climate.

COACH'S RESPONSIBILITY TO THE ATHLETIC PROGRAM:

Primary duties: To help each participating student achieve a high level of skill, and appreciation for the values of discipline and sportsmanship, and an increased level of self-esteem. To make athletic opportunities available to all interested students. To remember that the coach is a role model for the behavior and sportsmanship of participating players, as well as for many student and adult spectators. Coaches are to make themselves available for open communication with players, parents, and spectators.

To direct practice sessions; to oversee first aid procedures for athletic injuries, to care for and inventory equipment used in the assigned sport, to insure that game supplies and equipment are present for contests; and through an appointed manager, to extend service and courtesies to visiting teams.

To utilize the assistant coaches assigned in accordance with their particular abilities and interests to the best advantage of the overall program and to support the assistant's efforts.

The coach will strive to promote and develop each athlete to:

1. Demonstrate good sportsmanship as a means for learning good citizenship.
2. Experience working as a team member, exercising self-discipline and self-sacrifice in order to achieve individual and team goals.
3. *Participate within contests. (Riley School supports one regular team for all participants with the option to schedule additional playing time opportunities for the team players.)*
4. Experience a feeling of self-worth and to develop self-confidence.
5. Build positive attitudes towards life and athletic activity.
6. Develop physical talents to their maximum potential.
7. Teach fundamental skills.
8. Develop skills in the areas of problem-solving and decision-making.
9. Develop well-rounded student personnel.
10. Produce a rallying point and unity within school and community to help develop school spirit and loyalty.
11. Learn to accept valid constructive criticism regarding athletic skills, attitude, and overall performance.

STUDENT-ATHLETE RESPONSIBILITIES

As a student-athlete and member of the Riley community, I recognize that I have a responsibility to conduct myself in a manner that represents me, my family, my school and my community with pride. I further understand that actions I choose which negatively impact me, my family, my team, my school or my community are grounds for consequences, up to and including dismissal from the team. Prior to participation in any school-sponsored athletic event, the student-athlete must:

1. Meet the academic criteria set forth by the Board of Education.
2. Provide written permission from parents/guardians allowing student participation, giving the district full waiver responsibility of the risks involved.
3. Provide a valid physical form on or before the first day of practice. Physicals are valid for 365 days.
4. Show proof of accident insurance coverage either by a policy or a parent/guardian waiver indicating the student is covered under a family insurance plan. Riley CCSD 18 currently carries an accident policy through the CLIC Consortium for athletes, not to be confused with a health medical policy or life insurance. This generally covers some expenses after the coverage provided by parents/guardians.
5. Provide a signed student-athlete/parent contract.
6. Payment of the required athletic fee
7. Drugs, Alcohol, and/or Tobacco: There is to be no consumption, use, and/or possession of anabolic steroids, drugs, alcoholic beverages, tobacco-related products at any time. If a student is involved in any of these activities at school, the suspension that would be earned would cause the student to be dropped from the activity. Confirmed participation with any of these activities outside of school would be subject to review by the administration, and equally jeopardize the student's future involvement in the activity.
8. Anabolic Steroids: The use of anabolic steroids is strictly prohibited. Steroids pose serious health risks to users. They are dangerous drugs, and when used inappropriately, they can cause a host of severe, long-lasting, and in some cases, irreversible negative health consequences. Anabolic steroids can lead to early heart attacks, strokes, liver tumors, kidney failure, and serious psychiatric problems.

STUDENT MANAGERS

Student managers are governed by the same rules as athletes, except they are not required to take physicals, pay fees, or carry insurance.

RETURN OF EQUIPMENT/UNIFORMS

1. Athletes must have all equipment/uniforms turned in from the previous sport before they can begin the next sport.
2. Equipment/uniform must be returned in the same condition that it was given to the student.
3. If the uniform is not returned promptly or if the uniform is damaged due to neglect or abuse, the student will have to pay the replacement cost of the uniform. Participation in graduation ceremonies will be withheld and the student will be banned from all further participation in athletic activities in the event that uniforms are not returned or damages not paid.

PLAYING TIME

Parents and students may support the decision-making process better if they understand it. Playing time is something that student-athletes earn. The decision as to who plays how much is made solely by the coach in charge. All athletes on the team are assessed by the coach on their playing ability, practice participation, attitude, and desire to achieve individual and team success. The playing time includes time played in all games, whether identified as an "A" or "B" game, scheduled by the athletic director. Athletes who play a significant amount of time in the "A" game are to be considered ineligible for the "B" game; unless circumstances exist where there is an insufficient number of players (illness of players, ineligibility of players, injuries, etc.) to proceed with the "B" game.

CONFLICT RESOLUTION

At times, parents have concerns about how things are handled at school and on the team. The following procedure should be used to ensure that concerns are handled promptly and directly. The administration requires parents/guardians/fans to address concerns with coaches at times other than pre or post games.

- Step 1. Talk to the coach directly involved with the concern. Most matters can be resolved with a parent/coach discussion. Conference with a coach to discuss a player or parent concern should be scheduled other than pre or post games.
- Step 2. If a parent and a coach cannot resolve the concern, speak with the Athletic Director.
- Step 3. In the event the problem is not solved, contact the building principal.
- Step 4. In the event the problem is still not resolved, contact the superintendent.
- Step 5. Matters that cannot be resolved in the first three steps are usually matters that may involve school policy or guidelines for the activity. School policy is set by the Board of Education. It is at this time that the matter should be brought to the attention of the Board for review. This will be handled through the Superintendent.

ATHLETIC DISCIPLINE CODE

In addition to the regular Discipline Code, students who are representing the school district in extracurricular activities must follow the appropriate rules of conduct every day and time of the week from the first day of formal organization and/or practice and extend through the last event of that activity.

If a student receives any type of school suspension/detention for an action that occurs within the school day, the student is not allowed to participate in any events during the duration of the suspension/detention. The student will receive a one-event suspension/detention. If the suspension/detention does not occur on an event day, the student will miss the next scheduled event. Further, if a student violates any of the rules in the Discipline Code any time of the day or week, additional discipline measures will be enforced.

PARENT CODE OF CONDUCT

Often we lose sight of the goals of the athletic program and winning AT ALL COSTS becomes the only goal. When this happens we lose much of what is valuable about our extra-curricular athletic program and we jeopardize the other goals of the athletic program. We expect parents to model positive attitudes and be role models of sportsmanship to their children who participate in the sports program in the Riley CCSD 18. Parents are asked to please refrain from second-guessing and criticizing the coach in front of the student-athlete. Parents who wish to criticize the coach's strategy or decisions must make an appointment to visit the coach on a day following the game in question. Coaches will not discuss parent complaints or criticisms on the day of the game. Unless otherwise asked, parents are not allowed in the locker room. State law prohibits fans and parents from touching a coach, player, official, or spectator in a provoking manner.

SPECTATORS AT RILEY GAMES

This includes parents, students, and guests.

Behaviors that are encouraged:

1. Shouting encouragement to the players and to the team.
2. Generally showing positive behaviors towards the teams, both at home and away.

Behaviors to avoid:

1. Coaching the students from the sidelines that contradict the instructions of the coach.
2. Distracting members of the opposing team.
3. Consistently verbally questioning the calls of officials.
4. Showing disrespect to the officials or coaches by yelling; no obscenities will be tolerated.
5. Yelling negatively at your child in front of the fans.
6. Vocally questioning the coach's strategy and decisions in such a way that it could be embarrassing to the coaches and to the school.

7. Students who leave the building will not be allowed to return.
8. There will be no smoking in any buildings or on any grounds of Riley District.
(State Law)

Fans who display the above negative behavior may draw a penalty for the home team. The fans that display the above behavior may be warned or asked to leave the game.

ACADEMIC CRITERIA FOR PARTICIPATION

The District realizes the value of athletic activities in producing a well-rounded student. It is the intent of the District that participation in athletic activities and interscholastic competition is a profitable educational experience. In order to accomplish this end, fair and enforceable rules and regulations must be in place.

The following rules apply to all athletic program events:

Student – Athletes

The District must abide by the rules of the conferences of which we are members and by Board policy.

Attendance

A student must be in attendance for ½ day in order to participate in a District athletic activity. If a student leaves school because of an illness, they may NOT return to participate in after-school activities/sporting events. Emergency situations shall be given due consideration.

Participation Limitations

Students who are representing the District in athletic activities must apply the rules of conduct found in the Riley CCSD 18 Handbook, Discipline Code every day and time of the week from the first day of formal organization and/or practice and extend through the last event of that activity. The administrator may initiate the action at any step indicated, depending on the severity of the misbehavior or in cases of frequent disciplinary incidents involving the student. Principals are not obligated to act in all instances of violations of this code if the evidence is not substantiated.

ACADEMIC / SCHOLASTIC SPORTS ELIGIBILITY

1. Sports eligibility is also influenced by grades received. While sports play an important role in individual development, our first priority at Riley is a positive academic achievement for all of our students.
2. Sports eligibility will take effect once an academic quarter is two weeks into a grading period. Students must have more than two grades for the academic grade to count towards eligibility.
3. Any student who receives one or more U's and/or three or more D's on his/her "End of the Week Report" will become ineligible to play or practice for the following week. An eligibility week will be defined as a Friday through Thursday time period. Sports eligibility will be computed on each Thursday or the second

to last school day of each week. Students will be notified on the last day of the school week and a letter will be sent home with the student. The third ineligibility infraction will result in the dismissal of the student-athlete from that particular sport.

4. Homework and/or Behavioral Detentions will result in a one-game suspension. **The suspended game will be the first game following the infraction(s).**
5. All students that serve a Behavioral Detention or a Homework Alert are to serve their required time and have a parent or guardian sign for the release of the student. In order to participate in athletic team events, students must not have any detention unattended. Students must participate in P.E. class in order to attend practice and games unless they miss P.E. for an excused absence (i.e. Dr., DDS, appointment, or funeral).
6. Students must be in attendance at least one-half of a day in order to participate in practice and games. If a student leaves school because of an illness, they may NOT return to participate in after-school activities/sporting events.
7. The student must have a sports physical on file that will remain valid the entire sports season in which the student is participating. A sports physical remains valid for **one** calendar year.
8. An athlete that has been ruled academically ineligible is not allowed to attend a practice/game and must go home after school to complete any late or missing homework.
9. **Fees:** A student will not be eligible until activity fees are paid. Activity Fees will **NOT** be reimbursed as a result of an athlete being removed from the team because of academic or behavioral infractions.

INJURIES AND MEDICAL ORDERS

1. Any injuries that require a doctor's care must have a signed release from the doctor before resuming participation in that activity.
2. Students not participating in P.E. classes because of injury or illness may not participate in athletics.
3. **Concussions:** Students that have received an injury to the head and there exists the possibility of a concussion will not be allowed to participate without a release from a medical doctor.

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:	
<ul style="list-style-type: none">● Headaches● “Pressure in the 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	<ul style="list-style-type: none">● 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 and coaches include:
<ul style="list-style-type: none">● Appears dazed● Vacant facial expression● Confused about assignment● Forgets plays● Is unsure of game, score, or opponent● Moves clumsily or displays incoordination● 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

RILEY CCSD 18 ATHLETICS

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

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, the education of administrators, coaches, parents, and students is the key to student-athlete 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. RILEY CCSD 18 Policy requires athletes to provide their school with written clearance from either a physician licensed to practice medicine in all its branches or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches prior to returning to play or practice following a concussion or after being removed from an interscholastic contest due to a possible head injury or concussion and not cleared to return to that same contest. In accordance with state law, all RILEY CCSD 18 athletic participants are required to follow this policy. You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

RILEY CCSD

CONCUSSION/HEAD INJURY – RETURN TO PLAY PROTOCOL

Coaches, student-athletes, parents, and guardians of student-athletes will be educated in the nature and risk of concussions and head injuries, including continuing to play after a concussion or head injury through educational materials provided by the IESA or Centers for Disease Control and Prevention (CDC). Parents will read and sign the concussion information sheet at the beginning of each sports season that is issued by the IESA. Riley CCSD 18 follows the IHSA/IESA *Protocol for NFHS concussion Playing Rules* and its *Return to Play Policy* as listed below:

Procedure

A student-athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game is removed from participation or competition at that time by school official, coach, or approved health care professional.

If the approved health care professional is not available, the athlete will not return to practice or play. The coach will decide if 911 should be called. The parent(s) should be called and be informed of the child's condition. If 911 is called, an administrator should be contacted immediately.

Per the National Federation of High School Associations, there are some situations in which you may need to call 911. The following circumstances are medical emergencies:

1. Any time an athlete has a loss of consciousness for any duration. While the loss of consciousness is not required for a concussion to occur, it may indicate a serious brain injury.
 1. If an athlete exhibits any of the following: decreasing levels of consciousness, looks very drowsy or cannot be awakened, if there is difficulty of getting attention, irregularity with breathing, severe or worsening headaches, persistent vomiting, or seizures.
1. A student-athlete who has been removed from an interscholastic contest for a possible concussion or head injury is not allowed to return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a Certified Athletic Trainer.
2. If not cleared to return to that contest, a student-athlete is not allowed to return to play or practice until the student has provided his or her school written clearance from a physician licensed to practice in all its branches in Illinois or a Certified

Athletic Trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.

3. The student athlete's parent/guardian will be informed about a possible concussion/head injury and medical recommendations will be given. The parent then will need to provide documentation to the school in regards to the athlete's medical status and plan of care provided by his or her physician.
4. If the student must complete the Return-to-Play protocol (and Return-to-Learn protocol if applicable) the Post-Concussion Consent Form (RTP/RTL) must be signed prior to the beginning protocol(s).
5. If the athlete is participating in the Return-to-Play protocol and the Return-to-Learn protocol they must complete both protocols prior to complete return to participation.

Return-to-Play

When an athlete is referred for further medical evaluation the physician's note and his/her recommendations will be followed in regards to release to sports participation. The athlete must have a physician's written release to return to his/her sport. The physician may also recommend the athlete follow a Graduated Return-to-Play protocol prior to returning to their given sport.

In the event, a physician releases an athlete back to participation and the athlete still demonstrates signs or symptoms the coach, administrator, or parent has the right to hold the athlete from sports participation and follow a Graduated Return-to-Play Protocol after asymptomatic for 24 hours.

Graduated Return-to-Play Protocol:

The athlete must be asymptomatic for 24 hours prior to return to non-contact activity. The athlete will then return through a graduated return-to-play secondary to being asymptomatic. An athlete will only progress to the next step if asymptomatic; however, if symptoms return the graduated return will be restarted.

Step 1: If cognitive baseline testing was performed at the beginning of the school year and is applicable, the athlete must re-test against cognitive baseline testing that was performed prior to the start of the athletic season.

Step 2: The athlete may perform up to 30 minutes of non-contact light aerobic activity.

Step 3: The athlete may perform 30-60 minutes of non-contact light aerobic activity with sports-specific skills.

Step 4: The athlete may participate in an entire practice with non-contact drills. Athletes may also begin weightlifting and resistance training at this time.

Step 5: The athlete may return to full participation in practice with full contact.

Step 6: If no symptoms return Step 5, the athlete will then be cleared to return to game participation. The following persons are considered able to clear a student to return to play: a Licensed Physician, Licensed Physician Assistant, Licensed Certified Athletic Trainer, or Licensed Advanced Practice Nurse.

ATHLETIC TEAMS:

Students in grades 7 and 8 may participate in:

Fall Sports: Co-Ed Soccer, Girls Volleyball

Winter Sports: Boys and Girls Basketball

Spring Sports: Track and Field

CONFERENCE AFFILIATION

Mid-Northern Conference

Click on the underlined link for directions to Mid-Northern Conference Schools

Fox River Grove Middle School

401 Orchard Street
Fox River Grove, IL 60024

[Fox River Grove Middle School](#)



Marengo Middle School

816 E Grant Hwy
Marengo, IL 60152

[Marengo Middle School](#)



Genoa-Kingston Middle School

941 W. Main St.
Genoa, IL 60135

[Genoa-Kingston Middle School](#)



North Boone Middle School

17641 Poplar Grove Rd.
Poplar Grove, IL 61065

[North Boone Middle School](#)



Harrison Elementary School

6809 McCullom Lake Rd
Wonder Lake, IL 60097

[Harrison Elementary School](#)



Prairie Grove Jr. High School

3223 IL Route 176
Crystal Lake, IL 60014

[Prairie Grove Jr. High School](#)



Harvard Junior High School

1301 Garfield St.
Harvard, IL 60033

[Harvard Jr. High School](#)

[Harvard High School \(Track and Field\)](#)



Cambridge Lakes School

900 Wester Blvd.
Pingree Grove, IL 60140

[Cambridge Lakes Charter School](#)



Hiawatha CUSD 426

410 S. 1st St
Kirkland, IL 60146

[Hiawatha CUSD 426](#)



Westminster Christian School

2700 W. Highland Ave.
Elgin, IL 60124

[Westminster Christian School](#)



STUDENT/PARENT AGREEMENT

This form must be signed and returned to the coach/athletic director prior to participation in organized athletics offered under the auspices of Riley CCSD 18.

Student-athlete Name Printed

Student-athlete Signature

Date

A parent or Legal Guardian Printed
Student Athlete / Parent Contract

Parent or Legal Guardian Signature
Appendix "A"

Date

Directions: The parent(s) and student sign both copies of the contract and return one to the coach. The parent(s) and student keep the "Handbook" for reference.

Student: _____ Sport or Activity _____

In consideration of Riley CCSD 18 permitting me to participate in the above sport or activity, I agree as follows:

The student's obligation:

1. I have read the rules in the "Athletic Handbook" and any other rules given by the coach and agree to abide by all conduct rules that have been set for the team.
2. I agree to perform to the best of my abilities, in sports, in the classroom, and in the community.
3. I agree to demonstrate a positive attitude and good sportsmanship both in school and in sports.
4. If I have a complaint I will discuss this with my coach first.
5. I understand that if I do not abide by these rules, I may be suspended from the team or asked to withdraw from the sport.
6. I understand that either bad conduct at any school activity or poor grades may cause me to be suspended from play.
7. I will follow the coach/sponsor's instructions, playing techniques, training schedule and safety rules for the above sport or activity.
8. I agree to return my uniform/equipment promptly at the end of the season, clean and in good condition.

The parent/guardian's obligations:

1. I have reviewed the rules and schedule, including the "Rules for Spectators at Riley CCSD 18 Games" in the "Athletic Handbook".
2. I have reviewed the contract above with my child. I agree with it and will work cooperatively with the school and coach to see that the rules are enforced.
3. If I disagree with the coach I will share my opinion in a respectful manner and will avoid yelling and abusive language.
4. I authorize the school and its personnel and volunteers to administer emergency treatment in the event of an injury and to take my child to the most accessible hospital for treatment when this is necessary for the judgment of the individual in charge.
5. I agree to reimburse the district for the replacement cost of the uniform if my child does not return it or if the uniform is damaged due to neglect or abuse. (Grades, report cards, and participation in the graduation ceremony will be withheld and the student banned from all further participation in extracurricular activities in the event that uniforms are not returned or damages not paid for.)
6. I am the parent(s)/guardian(s) of the above-named student. I have read the above Agreement to Participate and understand its terms. I understand that all sports can involve many **RISKS OF INJURY**. In consideration of the School District permitting my child/ward to participate in the above sport or activity, I agree to hold the Riley CCSD 18, its employees, agents, coaches, School Board members, and volunteers harmless from any and all liability, actions, causes of action, debts, claims, or demands of any kind and nature whatsoever which may arise by or in connection with the participation of my child/ward in the above sport or activity. I assume all responsibility and certify that my child is in good physical health and is capable of participating in the above-mentioned sport/activity.

Student Signature: _____

Father/Mother/Guardian Signature: _____

Date: _____