



**Parent / Student Interscholastic Standards  
2019 – 2020**

*This eligibility booklet is subject to change at any time during the school year.*

**TO:** SHS Athletes and Parents  
**FR:** Gordie Salls, Athletic Director  
**RE:** Parental Communication Agreement

I would like to welcome you to the upcoming SHS athletic season. The coaching staff and I are delighted to be working with such fine young people. We have great expectations for them both as players and student athletes. Over the course of this year, situations may arise that need to be addressed by the coaching staff, player and/or parent(s) according to a definite procedure. This document explains the procedure that will be used to address these situations.

Because emotions are high directly after a game, event or team activity, it is important to avoid any potentially volatile situations between parents and the coaching staff. Often a cooling off period allows all parties to gain perspective on the situation. The SHS Athletic Department 24-hour policy is to not discuss with parents, game results or decisions within 24 hours of that event. If a parent needs to voice a concern, the parent should schedule a meeting with the head coach that will occur after 24 hours has passed. If a parent cannot wait and must voice their concern prior to the passage of 24 hours, then the Athletic Director will determine when a meeting will take place after he/she believes there has been a cooling off period and the meeting will be productive; this may take as long as a week.

The anticipated situations are playing time, role on team, and development. These are situations that must be handled between the player and the coaching staff. Although we appreciate your interest and the support of the SHS athletic program, the coach must make the decisions in these areas. In order for proper communication, the following procedures must be followed to address any of the noted situations or other issues that may arise.

**STEP ONE:** The player and the coach will have a meeting to address and discuss the players. The player must request the meeting, preferably before the beginning of practice. The staff will answer all the players concerns.

**STEP TWO:** If the player continues to have questions concerning the same situation in Step One; the player must request a Step 2 meeting. The player and coach will meet again. At this meeting, they will discuss the concerns and the coach will determine if parental participation will be productive.

**STEP THREE:** If the player remains dissatisfied with the coach's response in Step One and Two the player will request a meeting via the coach to meet with the Coach, Parent and Athletic Director. All people involved will meet and try to come to a common understanding.

Hopefully by adopting and implementing this procedure, it will help to promote a clear and fair resolution to issues and concerns.

## **MISSION STATEMENT FOR ATHLETICS**

Athletics at Sanford High School play an integral part in the school program. Students have the opportunity to participate in a variety of activities that will enhance their educational experience.

To be eligible to participate in athletics at Sanford High School, students must meet academic and physical standards described herein.

Participation in sports is a privilege; athletes are expected to exhibit the highest level of conduct on and off the field. They must show respect for everyone they come in contact with at Sanford High School: teammates, game officials, opponents, and spectators.

## **ATHLETIC PROGRAM OBJECTIVES**

- To provide opportunities for physical and social growth.
- To develop and improve time management skills.
- To develop and understand the concepts of individual and team play.
- To develop a sense of commitment, loyalty, cooperation, and fairness.
- To learn that good sportsmanship means winning and losing with grace and dignity.
- To learn to make decisions under pressure.
- To foster town pride.

## **PHILOSOPHY**

The athletic program at Sanford High School is an integral part of the total school program. It offers the students the opportunity to participate in a wide variety of activities that enhance the educational experience.

Participation is a privilege that comes with responsibilities for the student athlete, Sanford High School, and the City of Sanford.

## **PLAYING TIME**

There are many benefits to be gained by participation in athletics at the high school level. Athletes learn discipline, to perform under stress, teamwork, sacrifice, commitment, effort, accountability, sportsmanship, confidence, leadership, and to play within the rules. Although there are many measures of success in the minds of each athlete, perhaps the most emotional is “playing time” during games. If an athlete has a question about the amount of playing time he/she is getting, he/she should be encouraged to discuss it with the coach. Being a member of a team at Sanford High School does not guarantee “playing time,” but there are some guidelines:

### **A. Freshmen and Junior Varsity Teams**

This is the developmental level where athletes learn skills and strategies to prepare them for varsity competition. The coaching staff will play all team members for as much time as is practical. There are many factors that govern an individual’s playing time. Some of the most important are: attendance at practice, effort, attitude, commitment, and athletic skill. This is the level for athletes to show their potential and demonstrate to the coaching staff that they are ready for varsity level competition.

### **B. Varsity Teams**

This level of competition has the same factors and guidelines as the sub-varsity teams. However, there is one additional major factor. The varsity teams compete against opponents at the highest possible level. There is a greater emphasis on winning. To reach this goal, the most competitive, skilled team members will get the most playing time. However, teams cannot be successful without committed substitutes. These athletes have to be ready to step up when needed, and practice hard to help make the team as competitive as they can be. They should constantly strive to move up to the “starting” role. There are many decisions made by the coaching staff during the course of a season. These include which athletes should be starters, who should play what position, and how long each athlete should play. These decisions, often difficult to make, are made only by the coaching staff, and are approached with the best interests of the team as the top priority.

## **EXTRA CURRICULAR ELIGIBILITY RULES**

Eligibility for extra curricular activities in the Sanford School System is determined according to a variety of criteria that are standardized for participants of all extra curricular activities sponsored by the Sanford School Department. On that basis, students must meet the following expectations or conditions in order to participate:

Students at the high school must be enrolled in at least eight (8) credits over the school year in order to be considered for participation in extra curricular activities.

A passing grade is a seventy (70) or above. Eligibility for fall activities will be determined by the fourth quarter grades.

Eligibility is checked on the day report cards are issued to the students.

If students fail more than one subject, they are on Academic Probation for the first two weeks of the next ranking period. At the end of the two-week period, grades will be checked and if they are passing all subjects, they will gain their eligibility back. If they are not passing all subjects, they will remain ineligible for the remainder of the ranking period. During the two-week probation period, students will be expected to practice daily but not play in any contests.

1. No scholastic work for which a student has received previous eligibility shall count toward his current or future eligibility.
2. All incompletes will be handled by administration on a case by case basis.
3. Summer school credit for subjects failed during the regular school year can be used for eligibility.

To be eligible, students are to be in school no later than 8:30 a.m. to the end of the school day on the day of any game or formal practice session in which they are participating unless excused by a physician or a high school administrator.

**NOTE:** In the case of Saturday contests, attendance for the full day on Friday in accordance with the above policy is required. The **only exception** will be a medical/personal emergency; the high school administration or athletic director will request additional information as needed. Students in these extenuating circumstances are expected to attend school for as much of the day as possible.

Exclusion or suspension from school for disciplinary reason shall constitute automatic ineligibility through the period of suspension. Students are not eligible to participate until the first full day of school attendance following the conclusion of their suspension.

Students are eligible for only eight (8) consecutive semesters from the date of entry at grade nine (9). Students are eligible only until age twenty (20), and are ineligible on their twentieth (20) birthday. Students are ineligible if they have competed under an assumed name (ineligibility, nine (9) weeks).

**Consequences regarding the use of substances: this system would take place over your four (4) years of participation in extra curricular activities at Sanford High School. You would not start fresh at the beginning of each school year. This is a cumulative system.**

Any student that is involved in or in the presence of any illegal activity, the consumption, sale, distribution or possession of drugs, alcohol, drug paraphernalia or other illegal or unauthorized drugs he/she shall be immediately suspended in accordance with the following procedure:

**1st offense:** Fourteen (14) days from the club and/or organization they are participating in at that time, with at least a minimum suspension of one game. He/she will be able to practice but not participate in any competition during the time of suspension. This will carry over from season to season and year to year. Should the suspension carry over from one season to the next he/she would be able to try out and participate in practice until the suspension is over.

**2nd offense:** Thirty days (30) days from the club and/or organization they are participating in at that time. He/she will be able to practice but not participate in any competition during this time of suspension. This will carry over from season to season and year to year. Should the suspension carry over from one season to the next he/she would be able to try out and participate in practice until the suspension is over.

**3rd offense:** One (1) year to the date of suspension. However, at the end of six (6) months, he/she will have the opportunity to come before the Athletic Director, Director of Guidance, and one Assistant Principal. He/she will have the opportunity to discuss what he/she has done during this time of suspension. This board will have the authority to lessen the year-to-date consequence if they feel there has been improvement with the student.

**4th offense:** Ineligibility for all extra-curricular activities for the remainder of the student's high school career.

**The use of any tobacco, smokeless tobacco, e-cigarettes or vapor cigarettes will be handled in the following manner:**

**First Offense:** One Game Suspension

**Second Offense:** Three Game suspension

**Third Offense:** Removal from the sport they are participating in for the remainder of the season.

Any violations of team rules that justify dismissal from an athletic team will be the responsibility of the varsity coach.

Any violation of city, county, state or federal laws or statutes may be cause for suspension and/or dismissal from the team and/or organization that the student may be participating in at that time.

A student may appeal any decision regarding rules and policies to the principal and then the superintendent.

Attendance at all games and practices is mandatory unless prior approval is obtained from the coach of that team. A student may not change sports during any season.

If you make a team and then quit that team or you are released for disciplinary reasons before the end of that season, you relinquish your privilege to participate for another team in that same season.

In the Sanford Athletic Department physicals are required for participation. Physicals are good for two years from the date of the physical.

Athletes may not compete for two different teams at SHS in the same sport season. SHS strictly supports and abides by the M.P.A. Bona Fide Team Rule.

## **MPA BONA FIDE TEAM RULE**

**A member of a school team is a student athlete who is regularly present for and actively participates in team practices and competitions. Bona fide members of a school team are prevented from missing high school practice or competition to compete or practice elsewhere.**

**\*A student may be granted no more than two waivers per sport season by the principal on a case-by-case basis for extraordinary circumstances (e.g. If a student/athlete is invited to participate in a prestigious weekend event then a waiver may be granted. If a student/athlete is invited to participate in a nationally recognized tournament over a school vacation, then that waiver may be granted for that activity. If a student requests to miss practice every Friday because he/she is receiving specialized coaching from an outside team/coach, then a waiver should not be granted because it violates the spirit and intent of the rule).**

**\*\*This policy is not intended to restrict dual sport participation in schools that allow dual participation. \*\*\*Penalty for violation of this policy:**

**1<sup>st</sup> Violation – Report violation to MPA office, suspension from play for one game/contest.**

**2<sup>nd</sup> Violation – Report violation to MPA office, removal from team for remainder of season.**

## **Performance Enhancing Drugs and Dietary Supplements:**

The use of any drug or medication for the purpose of performance enhancement is ethically wrong. In order to minimize health and safety risks for student athletes, maintain ethical standards, and reduce liability risks school personnel and coaches will never supply, recommend or encourage the use of any drug or medication for performance or enhancement purposes. Any use of performance enhancing drugs or dietary supplements will come under the consequences regarding use of substances for student athletes.

All students are expected to be neatly dressed when traveling to out-of-town contests/events. Students are representing the school, their parents, and the community, and appearance on trips is important.

Player's conduct on the floor or bench is the direct responsibility of the coach. Students fighting in an athletic contest will be suspended from the next athletic contest. This suspension could involve the next season, another sport of the following year of the same sport. A second offense of fighting, in the same season, may result in the suspension of the student from all athletes for up to one (1) calendar year from the date of the incident.

## **HAZING:**

Please refer to the Hazing Policy in the SHS Student Handbook.

## **ASSAULT UPON OFFICIALS BY STUDENTS:**

Any member of a team who intentionally strikes, shoves, kicks or makes other physical contact with an official before, during or after an interscholastic contest, as determined by the school, shall be disqualified immediately and shall be ineligible to participate in all sports for one full year. (A member of the team includes: players, managers, scorekeepers, timers and statisticians.)

## **RULES FOR SPECTATORS AT ATHLETIC EVENTS**

Interscholastic and intramural athletic programs are offered for our students as an extension of the academic program. Participation in athletics provides students with opportunities to develop athletic and leadership skills, physical fitness, good sportsmanship, and team and school spirit.

Sanford Public Schools welcomes students, parents and other interested members of the public to attend athletic events in support of the stated purposes of the school's athletic program. The school unit values the support of spectators, but does not permit spectator conduct that is inconsistent with the goals of the athletic programs. Athletic events sponsored or conducted by the school unit are not public forums, and anyone attending such events is subject to this policy and all applicable policies and rules of the school unit. Just as participation on athletic teams is a privilege for our students and not a right, attendance at athletic events to spectators is a privilege. The school unit reserves the right to exclude any person who does not comply with the rules of this policy.

Spectators are expected to support our goals of educationally sound competition and good sportsmanship at all athletic events by showing respect and appreciation for all participants. Examples of unsportsmanlike conduct include, but are not limited to, the following:

- Booing, taunting, heckling and negative cheers.
- Derogatory remarks or signs directed at any participants in the contest, including players, coaches and/or spectators for the opposing side.
- Loudly criticizing game officials
- Use of profanity.
- Interfering or disrupting the contest in any way, including throwing items onto the field/floor.

Spectators are also expected to abide by all applicable School Board policies and school rules including the following:

- Alcohol and drugs are not allowed on school property.
- Smoking is not allowed on school property.
- Weapons are not allowed on school property.
- Fighting or threatening any person is prohibited.

Any spectator who behaves in an unsportsmanlike manner or violates Board policies or school rules may be asked to leave the athletic event. Serious misconduct or repeated violations may result in a spectator being prohibited from future attending athletic events for a period of time. School staff is authorized to seek the assistance of law enforcement authorities as necessary to enforce these guidelines.

## **THE PARENT PLEDGE**

As a parent, I acknowledge that I am a role model. I will remember that school athletic programs are an extension of the classroom, offering learning experiences for students. I must show respect for all players, coaches, spectator, officials and support groups. I will participate in cheers that support, encourage and uplift the teams involved. I understand the spirit of fair play and that good sportsmanship is expected by our school. I hereby accept my responsibility to be a model of good sportsmanship that comes with being the parent of a student-athlete.

## **VACATION PROCEDURES DURING THE ATHLETIC SEASON:**

In the event that a family vacation is unavoidable at any time during the season, an athlete must: Let the coach know at the beginning of the PRE-SEASON.

For every practice and game missed, the athlete must practice that same amount of practices with their team before they are allowed to participate in any scrimmages or games. (For example: 5 practices/games missed – you have to make up 5 practices before you can play in a game. A game sat out would count as a made up practice.)

**RETURN TO PLAY PROCEDURES AND TREATMENT CONSENT CLAUSE:**

Sanford High School provides athletic training services at Sanford High School and Sanford Junior High School for athletes participating in interscholastic athletics for the purpose of educating student athletes and preventing and treating injuries to student athletes while participating in school-related athletic events and programs. I consent to the athletic trainer treating injuries and discussing any injuries or medical conditions with coaches, school staff, and other qualified health care providers as deemed necessary within their scope of practice. I understand that in the case of injury or illness requiring transportation to a health care facility, every attempt will be made to contact me (parent/guardian) but that, if necessary, the student athlete will be transported via ambulance to the nearest hospital.

I understand that the athletic trainer has the authority to restrict or deny participation due to the medical condition of the athlete. Clearance to return to play must be provided by an MD, DO, Physician's Assistant or Nurse Practitioner and must specifically reference the injury of concern.

The school's athletic trainer will have final determination when an athlete can return to play in all medical circumstances; this includes concussion and other head injuries.

**ASSUMPTION AND ACKNOWLEDGEMENT OF RISK**

Even though interscholastic athletics offers many benefits to the participants, it is recognized that there are dangers that may lead to injury. This statement is to make all the student athletes and their parents aware that dangers do exist and that participation is voluntary with the understanding that risks are involved in all sports. It is to be understood that student athletes must share in the responsibility for their own safety and the safety of others as each participates in Sanford's interscholastic athletic program.

The student athlete who participates in the interscholastic athletic program could mildly, moderately or severely injure the anatomy of the following: muscles, tendons, ligaments, bones, skin, teeth, and any vital organ. Catastrophic injuries or death and permanent paralysis may also occur during athletic participation. There is not an absolute preventative against any of the mentioned potential injury sites.





## SMHC Sports Performance Center Protocol & Procedures for the Management of Sports-Related Concussion

The following protocol outlines the procedures that will be taken by the SMHC Sports Performance Center (SPC) Sports Medicine Staff in the event of a sport's related concussion. This protocol will be reviewed and updated as new best-practices emerge. The following will provide guidance and structure to insure the safe participation in athletics for all student-athletes.

The Sports Performance Center has a Sports Medicine Team in place to handle the management of concussions both for athletics and academics.

Physician – Dr. John Dolan, DO; Dr. Christian Basque, MD, Dr. Korrie Beverly-Waters, DO

Physical Therapist – Mike Hersey PT, SCS, CSCS

Certified Athletic Trainers – Rick Sirois MS, LAT, ATC, CSCS ; Stephanie Facchini, MEd, ATC, Tony Giordano LAT, ATC ; Kate Waldron LAT, ATC, CSCS; Jessie Hobgood LAT, ATC; Arin Auger LAT, ATC, AEMT, Chris Rizzo, MS, ATC, CSCS; Megan Burns, ATC; Kathryn Quatrano, ATC, EMT.

In addition to recent research, three (3) primary documents, one (1) research paper, and the Team Neurologist were consulted in the development of this protocol. These documents are as follows:

- “National Athletic Trainers’ Association Position Statement: Management of Sports-Related Concussions” (referred to in this document as the NATA Statement)
- “Consensus Statement on Concussion in Sports: the 5th International Conference on Concussion in Sports held in Berlin, October 2016” (referred to in this document as the Berlin Statement)
- “Summary and Agreement Statement of the 2nd International Conference on Concussion in Sport, Prague 2004” (referred to in this document as Prague Statement)
- “Multiple Prior Concussions are Associated with Symptoms in High School Athletes” (referred to as Multiple Concussion Research Paper)

### Key Points:

- SPC requires all student-athletes and parent/guardian to sign the “Mild Traumatic Brain Injury (MTBI)/Concussion Annual Statement and Acknowledgment Form” (Acknowledgment Form) or School Department Concussion Acknowledgment form before their participation in athletics. By signing they acknowledge that:
  - They have read and understand the Acknowledgment Form
  - They will follow all policies and procedures concerning head injuries
  - The Certified Athletic Trainer(AT)/Team Head Coach will coordinate the distribution and signing of the necessary documents
- Coaches will be required to be trained in the recognition of concussions.
  - Each coach will be required to print off confirmation of taking the NFHS Concussion Course and turning it into the Athletic Administrator in accordance with Maine state law.
  - Coaches will encourage student athletes to report any suspected head injuries to the sports medicine team without punishment or consequences, and they accept the responsibility for referring any athlete to the sports medicine team who is suspected of sustaining a concussion
  - Coaches cannot make return to play decisions for an athlete who has sustained a hit to the head or body that results or may



- results in concussion symptoms
    - Coaches are required to read and understand the protocol and procedures for concussion management
- All staff members involved in the treatment of sports-related concussions, (team physicians, athletic trainers, student athletic trainers, and school nurse) must read and understand the concussion protocol
- The SPC Sports Medicine Team will review this Concussion Policy annually and update it as needed.

#### Concussion Protocol:

#### 1. Recognition of Concussions

##### A. Definition

i. A sports related concussion is a traumatic brain injury induced by biomechanical forces. A concussion may be caused by a direct blow to the head, face, neck, or to the body with an impulsive force transmitted to the head. Disturbance of brain function is related to functional disturbance, rather than structural injury and is typically associated with normal structural neuroimaging. Concussions may or may not result in the loss of consciousness (LOC). A concussion can result in a range of physical, cognitive, emotional, and sleep related signs and symptoms. Signs and symptoms may be immediate or delayed.

#### 2. Signs and Symptoms of a Sports-Related Concussion

A. The following signs and symptoms are indicative of a possible concussion. Other causes for symptoms should be considered when evaluation a student-athlete. It is imperative that all medical history is reviewed as well as baseline testing

##### i. Signs (observed by others)

1. Confusion
2. Appears dazed or stunned
3. Unsure about game, score, opponent etc.
4. Forgets plays
5. Altered coordination (clumsy)
6. Balance trouble
7. Slow response to questions
8. Forgets events prior to trauma
9. Forgets events after trauma
10. Personality changes
11. Loss of consciousness
12. Excessive eye blinking

##### ii. Symptoms (reported by student-athlete)

1. Headache
2. Fatigue (tiredness)
3. Double or blurred vision
4. Sensitivity to light
5. Sensitivity to noise
6. Nausea and/or vomiting
7. Feeling like 'in a fog'
8. Feeling 'sluggish'
9. Difficulty concentrating
10. Difficulty remembering
11. Trouble falling asleep (if reporting day(s) after)
12. Trouble staying asleep (if reporting day(s) after)
13. Mood swings
14. Sadness
15. Irritability
16. Hyperactivity (ADHD like symptoms)

#### 3. ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing)

A. SPC, as well as their contracted high schools, utilize ImPACT testing to determine baseline cognitive function.

- i. Prior to the start of any contact or collision practices, all athletes must take a baseline ImPACT test
1. Repeat Baseline Testing
    - a. College and above – once
    - b. High School – every 2 years
    - c. Middle School and below– annually
  2. Each baseline will be reviewed for validity; if invalid that student-athlete will need to retake before he/she can participate in contact or collision practices. If student has documented ADD, ADHD, learning or intellectual disability they do not need to retake baseline.
  3. **All student athletes that participate in a contact sport** will not be able to participate in any live play, scrimmages, or games/competitions until their baseline test is completed.
  4. The AT will inform all coaches which members of their teams must take the ImPACT once a roster has been submitted.
    - ii. Testing should be conducted under the supervision of the AT or an appropriately trained Athletic Training Student (ATS) and when able at least one coach to ensure proper behavior during testing.
- B. Post Injury ImPACT Testing
- i. Repeat Testing
1. 24-72 hours post injury or as requested by treating health care provider
  2. After subjective symptoms have returned to baseline, before student-athlete participates in a contact practice
    - ii. Repeat tests will be given at request of the Team Physician or PCP treating the student-athlete.
    - iii. Repeat tests should not be given more than twice in one week unless specified by treating health care provider.
    - iv. AT will notify the treating health care provider once ImPACT tests are completed
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4. Management and Referral Guidelines
    - i. When AT is present:
      1. All student-athletes suspected of having sustained a head injury will be removed from play for evaluation
      2. The AT will use the appropriate sideline tools available to assess orientation, memory, concentration, balance, cranial nerves and other signs and symptoms associated with a sports related concussion
        - a. History, verbal examination, special tests, and if appropriate physical exertion will be used to determine presence and severity of the signs and symptoms of a concussion.
      3. Any student-athlete suspected of having sustained a head injury (including opposing teams' student-athletes) will be removed from practice/game and not allowed to return
      4. AT will notify Parent/Guardian as soon as possible about the student-athlete's injury
        - a. The parent/guardian will decide if the student-athlete is evaluated by the Team Physician or their own Primary Care Provider (PCP)
      5. The AT will document initial evaluation and all subsequent evaluations; all documentation should be provided to the treating health care provider.
        - a. Daily symptom checks
        - b. Documentation of graduated return to play protocol

- c. Post-injury ImPACT test results
6. AT will coordinate care, and will remain in contact with the treating provider until the student-athlete is fully cleared to return to unrestricted activity
7. AT will notify the School Nurse of injury
  - a. School nurse may notify all teachers, guidance counselors, and other personnel involved in the student-athlete's academics and school day
  - b. As the student-athlete progresses during his/her injury, the school nurse will be notified in order to update the above mentioned personnel
- ii. When the Athletic Trainer is NOT present:
  1. Any student-athlete with observed LOC of any duration should be transported to the nearest emergency department via emergency services
    - i. Coaches should not allow student-athlete to move their head or neck in case a cervical spine injury has occurred until EMS arrives.
    - ii. Parent/guardian of the student-athlete should be contacted immediately and informed of the situation
    - iii. Refer to the site specific Emergency Action Plans (EAPs) for activation of EMS.
  2. Any student-athlete who has symptoms of a concussion, and who is not stable (i.e. their condition changing or deteriorating) is to be transported immediately to the nearest emergency department via emergency vehicle
    - a. Parent/guardian is to be informed immediately
    - b. If parent/guardian is present they are able to transport the student/athlete to the emergency department on their own at their discretion
    - c. Any student-athlete that exhibits any of the following symptoms is to be immediately transported to the nearest emergency department
      - i. Decreasing level of consciousness
      - ii. Deterioration of neurological function
      - ii. Decrease or irregularity in respiration
      - iv. Decrease or irregularity in pulse
      - v. Unequal, dilated, or unresponsive pupils
      - vi. Changes in mental status
      - vii. Seizure
      - viii. Vomiting
  3. Any student-athlete who is stable can be sent home with a parent/guardian
    - a. Parent/guardian must be informed by the coaching staff of the injury and what has been observed
      - i. Coaches are to inform the student-athlete and parent/guardian to follow up with the AT as soon as possible
    - b. Parent/guardian can be given a Home Care Instruction for Athletic Head Injuries sheet
    - c. Parent/guardian can be advised to have the student-athlete seek care with his/her Physician, Walk-In Clinic, or Emergency Department on the day of the injury
      - i. If student-athlete is sent to the emergency department, coaching staff must tell the parent/guardian to supply the AT staff with appropriate documentation of evaluations
  4. Coaches must inform the AT as soon as possible about any head injuries and all necessary action taken

5. Academic Guidelines

A. Student-athletes who sustain a head injury may need reduction in academics

i. Academic adjustments may include:

1. Partial school days
2. No physical education participation
3. No tests or quizzes will be given
4. Limit screen time (computers, movies, iPads, cell phones)
5. Limit reading
6. Do not allow student to listen to music
7. Allow to take breaks during class from work
8. Decrease work load by about 50-75% depending on student-athlete's symptoms
9. More one-on-one time may be needed to ensure comprehension of material
10. Limit homework to no more than 20 minutes per night

ii. As symptoms reduce

1. Accommodations may be altered or changed throughout the recovery process by the treating health care professional.

iii. Once cleared from their concussion by health care provider:

1. Teachers should be informed by school nurse
2. May participate in physical education
3. No academic restrictions

B. Non student-athletes who sustain head injuries will be monitored by the treating health care provider and school nurse only.

6. Return to Play (RTP) Procedures for Student-Athletes after Sustaining a Concussion

- i. Any student-athlete who is exhibiting signs or symptoms of a concussion or has abnormal cognitive findings will not be allowed to return to play on the same day as injury
- ii. All student-athletes will follow the graduated RTP progression
- iii. All student-athletes must meet the following criteria in order to progress to activity
  1. Symptoms back to baseline for a minimum of 24 hours at rest and during mental exertion in school
    - a. Must progress into academics before athletics
  2. In case of a disagreement between medical professionals, the more conservative approach will be taken
- iv. Graduated Return to Sport
  1. Symptom limited activity
    - a. Cannot progress to step 2 until symptoms are back to baseline for a minimum of 24 hours
  2. Light aerobic exercise (Walking, stationary bike)
  3. Sports-specific training
    - a. Ex: running in field hockey, skating in hockey
  4. Non-contact training drills
  5. Full-contact training drills
    - a. ImPACT repeat testing must be at baseline prior to initiation of full contact practice.

6. Game Play with health care provider clearance
  - v. If an athlete experiences an increase in baseline symptoms at any time during the progression they will immediately stop participation and report to AT
  - vi. Student-athlete and coaches will be given written and/or verbal instructions about their activity level during the day
1. If practices are held off site, the coaching staff will be in charge of monitoring the student-athlete during participation
- vii. If a student athlete does not complete a graduated RTP prior to the start of the next sport season; he/she will be required to complete the progression prior to the start of the first practice.

7. Home Instructions

- A. Parent/guardian will be notified of the student-athlete's suspected injury
  - i. A take home sheet may be given to parent/guardian when available
- B. For visiting student-athlete's
  - i. The coach will be notified
  - ii. The student-athlete's AT will be notified
  - iii. If possible, the student-athlete's parent/guardian will be contacted
1. If unable to contact parent/guardian the coach will be instructed to contact parent/guardian
2. Take home instruction sheet may be given when available

## Mild Traumatic Brain Injury (MTBI)/Concussion

### Annual Statement and Acknowledgment Form

I, \_\_\_\_\_ (student), acknowledge that I have to be an active participant in my own health and have direct responsibility for reporting all my injuries and illnesses to the Sports Medicine Team (e.g. Certified Athletic Trainer, School Nurse, Coaches, and Physician). I acknowledge that my physical health is dependent upon providing an accurate medical history and full disclosure of any symptoms, complaints, prior injuries and/or disabilities experienced before, during, or after athletic activities.

By signing below, I acknowledge:

1. My High School has given me specific educational material on what a concussion is and has given me an opportunity to ask questions.
2. I have fully told the Sports Medicine Team of any prior medical conditions and will also tell them about my future conditions.
3. There is a chance that my participation in my sport(s) may result in a head injury and/or concussion. In rare cases, these concussions can cause permanent brain damage, or even death.
4. A concussion is a brain injury, which I am responsible for reporting to the School Staff
5. A concussion can affect my ability to perform everyday activities, and affect my reaction time, balance, sleep, and classroom performance.
6. Some of the symptoms of a concussion may be noticed right away while other symptoms can show up hours later.
7. If I think a teammate has a concussion, I am responsible for reporting the injury to the School Staff.
8. I will not return to play in a game or practice if I have received a blow to the head or body that results in concussion related symptoms.
9. I will not return to play in a game or practice until my symptoms have resolved AND I have written clearance to do so by a licensed health care professional trained in concussion management.
10. Following a concussion, the brain needs time to heal and I am much more likely to have a repeat concussion or further damage if I return to play before my symptoms resolve.
11. I will follow all school protocols related to concussions, including return to learning and return to play.
12. SMHC Sports Performance Center, and their affiliated High Schools, is not responsible or liable for any head injury that I may sustain while participating in athletic events.

I represent and certify that I and my parent/guardian have read the entirety of this document and fully understand the contents, consequences, and implications of signing this document and that I agree to be bound by this document.

Student Athlete:

Print Name:\_\_\_\_\_

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

Date:\_\_\_\_\_

Parent or Legal Guardian:

Print Name:\_\_\_\_\_

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

Date:\_\_\_\_\_



**BEFORE YOU ARE APPROVED TO PARTICIPATE**

- 1) You MUST have a valid physical**
- 2) You MUST have insurance**
- 3) You are required to sign below acknowledging you have read and agree to abide by the statements set forth in the Sanford Parent/Student Interscholastic Standards information including the statement of risk section. I agree to follow all concussion protocol and acknowledge I have received information pertaining to concussions provided in the Parent/Student Interscholastic Standards. I know any violations of the standards will result in suspension or expulsion from any extracurricular activities. The sport season is defined in accordance with the Maine Principals Association.**

**Fall Season: August 19 – November 9**

**Winter Season: November 18 – February 22**

**Spring Season: March 30 – June 13**

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

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Student's Name (Printed)**

\_\_\_\_\_  
**Date**