



**KIPP PRIDE HIGH
STUDENT/PARENT ATHLETIC
HANDBOOK/EMERGENCY
ACTION PLAN
2016-2017
PRIDE**



Our mission is to empower all of our students with the skills, knowledge and character necessary to succeed at the colleges of their choice, strengthen their communities and fight for social justice.

THE KIPP PRIDE HIGH SCHOOL ATHLETIC DEPARTMENT

KIPP Pride High School stresses the importance of a well-balanced activities program for students and realizes that many hours are given for study, practice, and total participation in any athletic activity or endeavor. KIPP Pride High School encourages parent and community support of students for their

achievements. These activities are instrumental in developing great community interest and pride.

You are invited to support our students and the school through attendance at the various events at KIPP Pride High School and on the road. You will find them to be the most enjoyable and worthy of your time and effort. You can also support the programs by joining the Athletic Booster Club affiliated with KIPP Pride High School.

School is more meaningful and enjoyable when a student becomes involved in an activities program. Some teams may hold tryouts for positions, and other sports welcome all participants. Interest and enthusiasm are the most important qualifications.

Participation in student activities enhances the regular school day and enriches the experience. National studies indicate that students who participate in athletics and other activities:

- Have a higher grade point average than non-participants
- Have a higher graduation rate
- Have a better attendance record than non-participants
- Tend to be successful after college

Contributing to our athletic tradition will be a source of satisfaction to the students and to the school.

David Cielinski

KIPP Gaston Athletic Director

KIPP PRIDE HIGH SCHOOL ATHLETIC HANDBOOK

**A Guide for KIPP Pride High School Student-Athletes and their
Parents**

Contents

- ❖ Eligibility Rules.....
- ❖ Additional Requirements for Student-Athletes/Manager.....
- ❖ Practice Sessions and Rules.....
- ❖ Sportsmanship and Code of Ethics and Hazing.....
- ❖ Academic Study Hall
- ❖ NCAA Clearinghouse Information.....
- ❖ Awards.....
- ❖ Transportation.....
- ❖ After Event Transportation.....
- ❖ Behavior and Accountability.....
- ❖ Tryouts.....
- ❖ Two Sport Athlete.....
- ❖ KPHS Athletic Boosters
- ❖ Directions to Other School Locations.....
- ❖ Parent Signature Form.....

ADDITIONAL REQUIERMENTS FOR STUDENT-ATHLETES/MANAGERS

Participation in interscholastic athletics is a privilege, NOT A RIGHT, earned by the student who meets eligibility requirements set by the student who meets eligibility requirements set by the NCHSAA, the conference, the board of directors, and the school. Questions pertaining to the following additional requirements should be directed to the Athletic Director.

1. Academic: All participants shall exhibit good citizenship as well as maintain the NCHSAA scholastic requirement, in addition to any further standards prescribed by the Athletic Department.
2. Physicals-Medical Examination: All athletes shall have on file in the Athletic Office a completed NCHSAA Athletic Participation/Parental Consent/Physician's Certificate/Concussion Form. No student may participate in practice or games unless he/she has a physical on file which is dated after May 11 of the current year.
3. Insurance: All participants, including managers and student trainers, must be protected by schools insurance or have personal insurance that will cover any athletic injury. The participant's parent(s) must sign the Insurance Confirmation Form designating that the participant has proper accident insurance coverage and that KIPP Pride High School/Board of directors and coaches are not responsible for any doctor or hospital bills due to an injury to the participant while he/she is participating with a team involving KIPP Pride High School.
4. Attendance Requirement: All participants must be in school for at least ½ day before being permitted to participate in an interscholastic contest, practice, or conditioning program that day or evening. Exceptions are few but will be considered by the Athletic Director and must be approved by the school leader.
5. Physical Education Class: All athletes must follow the same rules and regulations as physical education students. Their experience and skills may be utilized for demonstration and assisting the Instructor. Limited activity should be considered by the Instructor if students are going to participate in an athletic even that day or evening.
6. Out-Of-School Suspension: Any participant given out-of-school suspension will be ineligible during the suspension. In addition, they may be disciplined further by the School leader, Athletic Director, or the Coach by temporary or permanent suspension from the team.
7. Eighth Grade Participation: Eighth graders may participate in athletics at the high school level:

❖ It has been approved by their middle and high school leaders

- ❖ Has completed NCHSAA Physical Form/Training Ruled on file
 - ❖ Meet all school, conference and NCHSAA requirements
 - ❖ Understood that they cannot replace upper classman on any team
8. After School Detention: Any participant asked to remain in school at the request of teachers or the principle will be required to do so. If a detention conflicts with a practice or game, the student may not participate for that day, unless approved by the assigning school leader or teacher.
 9. School Debts: Students owing a debt to the school will not be able to receive their diploma until the debt is paid.
 10. Equipment Distribution and Return: Once equipment and uniforms are issued, the total responsibility of them belongs to the student. If any of these are lost, stolen, or damaged, the athlete is held responsible for replacing it. All payments for lost equipment must be made at the end of the season to the KIPP Pride Business Office.
 11. Athletic Lockers: All lockers must be cleaned out at the end of the season.

Practice Session and Games

Practice sessions are normally closed to spectators and there is a very sound reason for this. Interruptions and inference to an athlete's concentration and focus in practice cannot be allowed any more than a disruption would be tolerated in an academic setting. Education in any setting cannot be compromised. Spectators at games are very much encouraged. Positive and nurturing support of teams and athletes can be very helpful to performance in athletic contests.

KIPP PRIDE SPORTSMANSHIP AND CODE OF ETHICS

It is the ultimate goal of KIPP Pride Athletic Department that our coaching staff, student-athletes, parents, and spectators exemplify positive sportsmanship and exemplary behavior at all times. Developing pride in our athletic programs requires a united effort of dignity and accountability for all of our actions. This responsibility lies with each of us. However, should there be any action on the part of our student-athletes or spectators that counteracts our goal, please know that the NCHSAA, the KPHS administrators and the KPHS coaching staff reserve the right to mandate appropriate consequences in order to insure a safe and positive athletic experience for all. As a member of the NCHSAA and the KIPP Pride athletic community, each of us has a responsibility to encourage and insist upon the following actions at all of our athletic events

1. Be courteous to all: participants, coaches, officials, staff, and fans.
Desirable Behavior: Applause during introductions, shaking hands of opponents, showing concern for an injured player, extending hospitality to visiting players, coaches, cheerleaders, and fans.
2. Know the rules, abide by and respect the respect the officials' decisions.
Desirable Behavior: Utilizing every opportunity to promote understanding of the rules of the contest with the school and community; accept the official's decisions without displays of temper, arguing, or derogatory remarks.
3. Win with character and lose with dignity.
Desirable Behavior: Regardless of outcome, handshakes between opposing players and coaches; treating competition as a game, not a war; applause at end of contest for performance of all players.
4. Exercise self-control and reflect positively upon yourself, your team, and KPHS.
Desirable Behavior: Supporting the activity by displaying TOTAL UNITY as fans; as opposed boasting or using antics which draw attention to yourself instead of the contest.
5. Permit only positive sportsmanlike behavior to reflect on KPHS and our programs.
Desirable Behavior: Positively encourage those around you to display only sportsmanlike conduct; discouraging use of profanity, taunting or other destructive mannerisms.
6. 24 hour rule
Desirable Behavior: Allow a 24 hour time period to pass before approaching the coaches or staff about any concerns dealing with a previous game or decision. This will allow time for everyone to organize and prepare themselves to ensure a productive conversation.

TO OUR KPHS SUPPORTERS/SPECTATORS: We appreciate your support and POSITIVE encouragement! We ask that your behavior be for and not against our coaching staff, visiting teams, officials, and of course, our own student-athletes. Should you have a concern, please be respectful enough to discuss that concern with the coach or administrator at the appropriate time and place.

TO STUDENT ATHLETE: As a KIPP Pride High student-athlete, you are expected to conduct yourself with integrity, sportsmanship, honesty, pride and humility. Your conduct is closely scrutinized as you sit in the classroom, as you travel, and as you compete at home and on the road. You are looked upon as a role

model, particularly by your peers and younger children, and it is important that your personal conduct be above reproach at all times. Realize that you are representing yourself, your team, and KIPP Pride High School.

THE NCHSAA and the KIPP Pride Athletic Department support and mandate the following consequences:

Players who are ejected from a contest for unsportsmanlike conduct are ineligible for the team's next contest. If the ejection takes place in the final contest of the season, the penalty shall carry over to the next sports season for seniors or to the next school year for underclassmen. School admission reserves the right to add additional contest suspensions if deemed necessary.

A KIPP Pride Coach reserves the right to implement their own specific team rules, regulations, and consequences that may be more, but not less severe than those listed above.

HAZING

No KIPP Pride High School student is allowed to conduct or engage in any hazing activities of any kind. Failure to comply will result in suspension from all school activities, out of school suspension, and a possible recommendation for expulsion.

ACADEMIC SUPPORT SYSTEM

Our purpose is to monitor student academic progress during the course of the sports season. All head coaches and their staff will be responsible for monitoring the grades of students each quarter.

ACADEMIC STUDY HALL

1. When required to do so, students are expected to attend study hall and arrive on time.
2. Students are expected to arrive at the designated area with their books and assignments.
3. Students are expected to work on school related assignments while in study hall, preferably in the academic area that needs improvement.
4. Free time is not offered during study hall.
5. Students involved with study hall are expected to take full advantage of any school oriented study period during the day. Student athletes must notify the academic coordinator when contest or absences interfere with study hall attendance.

NCAA ELIGIBILITY REQUIREMENTS

Most athletic programs are regulated by the National Collegiate Athletic Association (NCAA). The NCAA has three membership divisions: Division 1, Division 2, and Division 3. Institutions are members of one or another of these according to the size and scope of their athletic programs and whether they provide athletic scholarships. Athletes planning to enroll in college as a freshman who wish to participate in Division 1 or Division 2 athletics must be certified by the NCAA Initial-Eligibility Clearinghouse. The Clearinghouse was established as a separate

organizations by the NCAA member institutions to ensure consistent interpretation of NCAA initial-eligibility requirements for all prospective student athletes at all member institutions.

Athletes who want to participate in Division 1 or Division 2 sports in college should start the certification process in their **JUNIOR YEAR** in high school. Check with your GUIDANCE COUNSELOR to make sure you are taking a core curriculum that meets NCAA requirements. Also register to take the SAT or ACT and a JUNIOR. Submit your Student Release Form (available in your Guidance Counseling Office) to the Clearinghouse by the beginning of your senior year.

ATHLETIC TRANSPORTATION

Transportation is provided via school buses for all athletic teams for all away trips.

Away Contest: Departure times are determined by the Head Coach and Athletic Director with final approval by the school leader. Departure times are set so that it does not interfere with the regular school day, unless absolutely necessary.

Expected return times should be provided by the accompanying coach prior to the trip. Please note that these are estimates. Several factors can cause the times to change. (Overtime, weather, injuries, etc.)

AFTER EVENT TRANSPORTATION

Participants must provide their own transportation home once they return to KIPP Pride High School. Each participant should make arrangements for his transportation home so that this participant can leave the high school property within 30 minutes after arrival.

BEHAVIOR AND ACCOUNTABILITY:

1. The school has the right to revoke the right of the student-athlete to use the Activity Bus in the event of inappropriate behavior. The consequences may or may not also include suspension from the athletic team.
2. Cleats, clean or dirty, are not permitted to be worn on any KIPP Pride Buses or in the building.
3. The student is financially responsible for any damage done, intentionally or unintentionally, to a KIPP Pride School bus or charter bus.

The **KIPP Pride High School Athletic Booster Club** invites you to support our high school teams with your attendance, enthusiasm, and with membership in our support group.

The purpose of the **KIPP Pride High School Athletic Booster Club** will be to help support (purchase of equipment, uniforms, etc.) and promote all formal sport activities of the KIPP Pride High School athletic programs; to encourage and recognize high scholastic achievement, sportsmanship and character; to contribute to the morale, spirit and enthusiasm of the student body and the community; and provide a vehicle for positive involvement by the community with the school.

We need all families of all sports teams to become Booster Club Members. **If your child is involved in athletics, you should become a member.** Contact the athletic department for a membership form.

We hope that you will become an active member by completing the booster club membership application at the end of this handbook and share in the support we will offer to the athletics program at KIPP Pride High School.



Emergency Action Plan

KIPP: PRIDE HIGH SCHOOL EMERGENCY ACTION PLAN

Emergency situations may arise at any time during athletic events. Expedient action must be taken in order to provide the best possible care to our athletes when emergency situations arise or life threatening conditions occur. The development and implementation of an emergency plan will help ensure that the best care will be provided.

This preparation involves formulation of an emergency plan, proper coverage of events, maintenance of emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in the area of emergency care. Through pre-participation physical screenings, adequate medical coverage, safe practice and training techniques and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are

inherent with sports participation, and proper preparation on the part of the sports medicine team and athletic department will enable each emergency situation to be managed appropriately.

Components of the Emergency Plan

- Emergency Personnel
- Emergency Communication
- Emergency Equipment

Emergency Plan Personnel

With KIPP: Pride High School practice and competition, the first responder to an emergency situation is typically a first responder or coach. The first responder on some instances may be an athletic trainer, coach, or other institutional personnel. Certification in cardiopulmonary resuscitation (CPR), first aid prevention of disease transmission, and emergency plan review is required for all athletic personnel associated with practices, competition, skill development, and strength and conditioning.

Roles of these individuals, within the athletic department, may vary depending on various factors such as the number of members of the team, the athletic venue itself, or the preference of the athletic trainer, first responder, or coach. There are four basic roles within the coaching staff. The first, and most important, is immediate care of the athlete. The most qualified individual of the scene should provide acute care in an emergency situation. Individuals with lower credentials should yield to those with more appropriate training. The second role, equipment retrieval, may be done by anyone on the coaching staff who is familiar with the types and location of the specific equipment needed. The third role, EMS activation, may be necessary in situations where emergency transportation is not already present at the sporting event. This should be done as soon as the situation is deemed an emergency, or a life-threatening event. Time is the most critical factor under emergency conditions. Activating the EMS system may be done by the athletic director, athletic trainer, first responder, team doctor, or coach. This person should also be familiar with the location and address of the sporting event. After EMS has been activated, the fourth role in the emergency team should be performed, directing EMS to the scene. One member of the coaching staff or

school administration should be responsible for meeting rescue squad personnel as they arrive at the site of contest, and a second person should be direct the paramedic to the scene. Depending on ease of access, this person should have keys to any locked gates or doors that may slow the arrival of medical personnel.

Roles within the Emergency Team

- Immediate care of the athlete(s)
- Emergency equipment retrieval
- Activation of the Emergency Action Plan
- Direction of EMS to scene

Activating the EMS System

- Call: 911
- Gaston Police Department (252)535-9162
- Gaston Volunteer Fire Department (252) 537-8279
- Gaston Rescue Squad (252) 535-2173
- Halifax Regional Medical Hospital (252) 535-8011

Providing Information

- Name, address, telephone number of caller
- Number of athletes
- Condition of athlete(s)
- First aid treatment initiated by athletic trainer, first responder or coach
- Specific directions as needed to locate the emergency scene
- Other informations as requested by dispatcher

Emergency Communication

Communication is the key to quick delivery of emergency care in athletic trauma situations. Athletic trainers, first responders, and emergency medical personnel must work together to provide the best possible care to injured athletes. If emergency medical transportation is not available on site during a particular sporting event, the direct communication with the emergency medical system at

the time of injury or illness is necessary. The most common method of communication is a cellular phone. At any athletic venue, whether home or away, it is important to know the location of a workable phone.

Emergency Equipment

All necessary emergency equipment should be at the site and quickly accessible. Personnel should be familiar with the function and operation of each type of emergency equipment. Equipment should be in good operating condition, and the personnel must be trained in advanced to use it properly. Emergency equipment should be checked on a regular basis and rehearsed by emergency personnel. The emergency equipment available should be appropriate for the level of training for the emergency medical providers.

Transportation

Emphasis is placed at having an ambulance on-site at high-risk sporting events. EMS response time is additionally factored in when determining on-site ambulance coverage. The Athletics Director coordinates on-site ambulances for competition in home football and soccer. In the event that an ambulance is on-site, there should be a designed location with rapid access to the site and a cleared route for entering/exiting the venue. In an emergency situation, the athlete should be transported by the ambulance, where the necessary staff and equipment is available to deliver appropriate care. Emergency care providers should refrain from transporting unstable athletics in inappropriate vehicles. Care must be taken to ensure that the activity areas are supervised should be the emergency care provider leave the site in transporting the athlete.

Conclusion

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. An athlete's survival may hinge on how well-trained and prepared the athletic health-care providers are. The emergency plan should be reviewed at least once a year with all athletic personnel, along with CPR, First Aid and AED refresher training every two years. Through development and implementation of the emergency plan, the athletic department helps ensure that the athlete will have the best care provided when an emergency situation does arise.

Athletic Trainer/ First Responder/ Coaches Emergency Procedure Plan

1. Athletic Trainer, First Responder, and Head Coach evaluates the severity of the injury.
2. Delegate an assistant coach or parent to activate the Emergency Plan,
3. Emergency Plan:
 - Call 911 and give name of person.
 - Give address calling from and directions to injured athlete(s)
 - Give the number you are calling from.
 - Let the EMS operator know how the athlete is injured.
 - Give condition of the injured athlete.
 - First aid treatment given to athlete.
 - Let EMS hang-up first.
 - Notify parents as soon as possible.
 - Open appropriate gates.
 - Have player Athletic Form (medical history) ready.
 - Direct EMS to scene. Designate coach to “flag down” EMS.
 - Limit scene to first responders and move bystanders away from area.
4. The Athletic Trainer, First Responder or Head Coach should provide immediate care of the injured athlete with whatever first-aid that is required to help the injured athlete.(Most qualified at the scene shall assume this role.)
5. Emergency equipment retrieval-student manager or assistant coach.
6. You should have every athlete’s emergency contact information and emergency consent to treat for on-site.
7. Assist EMS with being able to get directly into the area that the athlete was injured. Get the assistant coach who called EMS to meet the EMS unit at an area designated to get the unit back to the injured athlete.
8. Appoint someone to go with the injured athlete and be sure they have the emergency information with them.
9. Be sure to follow-up with the injured athlete at the hospital or at home.
10. Athletic Director will make administration aware of injured athlete’s condition.

Hot Weather Guidelines

Dehydration can compromise athletic performance and increase the risk of heat injury. Athletes do not voluntarily drink sufficient water to prevent dehydration during physical activity. Drinking behavior can be modified by education, increasing fluids accessibility, and optimizing palatability. However, excessive overdrinking should be avoided because it can also compromise physical performance and health. We will provide practical guidelines regarding fluid replacement for athletes.

- Acclimatization will take place over 11 days
- Unlimited amounts of water will be made available at practice and games.
- It is recommended that 6-10oz of water consumed every 20 minutes.
- Wet bulb temperatures will be taken to determine training standards using a sling psychrometer or equivalent device.

<u>Temperature</u>	<u>Humidity</u>	<u>Procedure</u>
80-90	(under 70%)	Watch obese athletes, provide unlimited water
80-90	(under 50%)	Breaks recommended every 20 to 30 minutes
90-100	(Over 50%)	All athletes should be under careful supervision
90-100	(Over 30%)	Abbreviated practice with light equipment

A 3% dehydration rule will be in effect using a weight chart to monitor athletes during acclimation periods.

Lightning Guidelines

1. The game, official, athletic director, principle or assistant principle will make the official call to remove individuals from the game field. The athletic trainer, first responder or coach will make the call to remove individuals from the practice field.
2. Thirty minutes will be given for the storm to pass.
3. The athletic trainer, first responder, or an assistant coach will be designated weather watchers. Actively looking for signs of threatening weather.
4. The athletic trainer, first responder, or athletic director shall monitor weather through the use of local forecast.

5. When thunder is heard, or a cloud-to-ground lightening bolt is seen, the thunderstorm is close enough to strike your location with lightening. Suspend play and take shelter immediately. The thirty-minute rule is not in effect. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or flash of lightening is witnessed prior to resuming play. If any subsequent thunder is heard or lightening is seen after the beginning of the 30-minute count, reset the clock and another 30-minute count should begin.
6. Safe shelters for each venue as follows:
 - Football/Soccer/Softball = locker room, gymnasium, or weight room
 - Baseball/softball = concessions stand
 - Cross Country/Track = we do not have home meets

Concussion Guidelines

What is a concussion? A concussion is a brain injury that:

- Is caused by a bump, blow, or jolt to the head
- Can change the way your brain normally works
- Can range from mild to sever
- Can occur during practices or games in any sport
- Can happen even if you haven't been knocked out
- Can be serious even if you've been "dinged" or had your "bell run"

What are the symptoms of a concussion?

- Nausea(feeling that you might vomit)
- Balanced problems or dizziness
- Double or fuzzy vision
- Sensitivity to light or noise
- Headache
- Feeling sluggish
- Feeling foggy or groggy
- Concentration or memory problems(forgetting game plays)
- Confusion

1. If the athletic trainer, first responder or coach determines that an athlete has received a concussion at practice or game, first call the parent to let them know the situation and second activate the Emergency Action Plan depending on the seriousness of the concussion.
2. Any athlete with a suspended concussion is not permitted to return to participation practice or play until the athlete receives a release from a duly licensed physician.
3. Gfeller-Waller Concussion Awareness Act is now state law. It requires schools to annually review concussion information with athletes and parents each year. KIPP: Pride High School will review this Gfeller-Waller Concussion information during our NCHSAA required preseason meeting with athletes and parents. Additionally, coaches, volunteer coaches and school nurses will annually review this information during our preseason coaches' meeting. After reading, athletes, parents, coaches, volunteer coaches and school nurses will sign a concussion statement that they read the concussion symptoms on the Concussion Information Sheet.