



**ATHLETICS & ACTIVITIES CODE
FOR STUDENTS REPRESENTING
P-H-M MIDDLE SCHOOLS**

**Discovery Archers
Grissom Guardsmen
Schmucker Spartans**

Board Approved May 19, 2025

**P-H-M Middle Schools
Middle School Athletic Director Information**



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Dear Student and Parent(s),

The Athletics & Activities Handbook is designed to inform each of you about valuable information relating to participation in activities at P-H-M Middle Schools. Authority for the conduct of students participating in these activities and the policies of athletics at all P-H-M middle schools is vested by Big 11, the State of Indiana, the Penn-Harris-Madison Board of School Trustees, and the Principals at each of the middle schools: Discovery, Grissom, and Schmucker.

The High School Athletic Department will collaborate with the Middle School Athletic Directors and Head Coaches speak to all athletic teams at the start of their season in order to provide additional guidance as to the expectations found in this book and to answer questions they may have. Please feel free to ask or call if you have any questions concerning athletics or policies governing athletics.

All participants of activities must register online at www.RegisterMyAthlete.com to complete the *Parent and Student Informed Consent and Understanding of Activities form*. This will indicate that you have read, understand and will abide with the policies as stated.

Thank you for your support.

ATHLETICS & ACTIVITIES CODE FOR STUDENTS REPRESENTING P-H-M MIDDLE SCHOOLS

PHILOSOPHY

P-H-M Middle Schools are able to offer students a multitude of extra-curricular activities, many of which are widely recognized throughout the community. Because the influence of students participating in these activities extends beyond their school campus, these students are required to uphold high academic and behavioral standards.

Every student has the opportunity to participate in these programs, and it is our wish that every student will do so. It must be understood, however, that participation in these programs is a **privilege, not a guaranteed right**. All students participating in extra-curricular activities must follow the standards set forth in this guide, not only during the school day, but at all times, including non-school hours and vacations (including the summer months).

Each participating student, in addition to his or her parent or guardian, is required to review this guide and electronically sign a certificate of understanding.

BELIEFS

Student involvement in extra-curricular activities is an integral part of the school's total curriculum and should be a part of the total experience for all middle school students, for the following reasons:

- Extra-curricular involvement teaches participants the values of cooperation and good citizenship. Students learn how to work with others for the achievement of group goals, resulting in the realization that individual needs can be met by a group effort.
- Extra-curricular involvement develops self-discipline. Disciplining one's self to comply with the rules of the game, and demonstrating good sportsmanship are necessary for the total development of young adults.
- Extra-curricular involvement creates a wholesome equalizer because individuals are judged for who they are and for what they can do, not based on any preconceived stereotypes.
- Extra-curricular and co-curricular involvement publicly demonstrates the many positive characteristics of today's young adults.

ELIGIBILITY

Participation in extra-curricular is a privilege earned by meeting the rules and standards set by the Penn-Harris-Madison Board of School Trustees, P-H-M Middle Schools, the Big 11 Conference and the state or national bodies that govern certain activities. Students who have questions concerning eligibility should contact their Athletic Director or the Principal's office.

AGE

Students participating in sixth grade, seventh grade, or eighth grade athletics must meet the following guidelines:

1. **GRADE SIX:** A student who is or shall be fourteen prior to or on the last date of the conference tournament in that sport shall be ineligible.
2. **GRADE SEVEN:** A student who is or shall be fifteen prior to or on the last date of the conference tournament in that sport shall be ineligible.
3. **GRADE EIGHT:** A student who is or shall be sixteen prior to or on the last date of the conference tournament in that sport shall be ineligible.

ACADEMIC ELIGIBILITY

Students participating in athletics will follow the academic guidelines established by the P-H-M School Corporation and the Big 11 Conference. The eligibility of all contestants must be certified by the principal of the school in accordance with the following guidelines. The guidelines are minimum standards only, and schools may elect to enact more stringent policies.

1. Each school shall conduct a minimum of two (2) grade checks per season. One of these checks must be prior to the first contest, except for fall sports. That grade check should be completed by mid-September.
2. A student receiving two (2) or more failing grades shall be ineligible for a period of two (2) contests (one contest in football and track). After these two (2) contests, grades will be checked again. If the student has regained eligibility, he or she may resume play. If the student is still ineligible, he or she shall have a period of up to two (2) weeks from the initial grade check to raise the grades. If a student is still ineligible two (2) weeks after the grade check, he or she will be ineligible for the remainder of the season.
3. When a student is ineligible, the student may practice but is not allowed to participate in inter-school contests.
4. All participants must be enrolled within their respective school.

Grading Period	Grading Period End Date	Certification Date
Interim Progress Report	September 22 nd	September 29 th
1 st Grading Period	October 22 nd	October 29 th
Interim Progress Report	November 24 th	December 1 st
2 nd Grading Period	January 14 th	January 21 st
Interim Progress Report	February 17 th	February 24 th
3 rd Grading Period	March 23 rd	March 30 th
Interim Progress Report	April 27 th	May 4 th
4 th Grading Period	June 4 th	June 11 th

BEHAVIORAL RESPONSIBILITIES

All students have the opportunity to participate in extra-curricular activities, provided they are willing to assume certain responsibilities:

- Exhibit high standards of social behavior.
- Exhibit outstanding sportsmanship and spirit of cooperation.
- Exhibit proper respect for authority figures, including teachers, coaches, officials, and those with whom they are participating or competing against.
- Dress appropriately when attending an event, whether at home or away.
- Use socially acceptable language.
- Comply with prescribed school, local, state, and federal rules and regulations.
- Demonstrate commitment to academic achievement.
- Adhere to approved guidelines set by the coach or school.
- Be a credit to themselves, their parents, their school and their community.

The ultimate responsibility for maintaining eligibility (behavioral and academic) rests with the individual student. Any contestant who is ejected from a contest for an unsportsmanlike act will be suspended from the next interschool contest at that level of competition and all other interschool at any level in the interim. In order for a student to be reinstated, a conference must be held with the student, coach, parent, and administrator to discuss the situation.

CONSEQUENCES FOR ATHLETICS & ACTIVITIES CODE VIOLATIONS

MIDDLE SCHOOL EXTRA-CURRICULAR ACTIVITIES

- **Felonies, Sale or Distribution of Drugs:**

1st Offense – Suspension from activities 365 calendar days

2nd Offense – Expulsion from all activities for the remainder of the individual's career in PHM Middle School

- **Use or Possession of Drugs, Drug Look-A-Likes, and/or Drug Paraphernalia (except as medically prescribed), Consumption or Possession of Alcoholic Beverages, Misdemeanors, Thefts, Inhalants and use of tobacco, any tobacco product, nicotine, or synthetic nicotine in any form:**

1st Offense – Suspension from 50% of season contests

2nd Offense – Expulsion from participation in all activities for 365 calendar days

3rd Offense – Expulsion from participation in all activities for the remainder of the individual's career in PHM Middle High School

School rules and consequences found in the Student Handbook will apply in all situations and the student(s) may be denied further participation in the activity for violations. Coaches, directors, and sponsors are required to follow the sequence of consequences for violations established in this Athletics & Activities Code.

EXCEPTION TO FULL EXTENT OF PENALTY FOR FIRST OFFENSE FOR EXTRACURRICULAR ACTIVITIES

First time offenders for Use or Possession of Drugs, Drug Look-A-Likes, and/or Drug Paraphernalia (Except as Medically Prescribed), Consumption or Possession of Alcoholic Beverages, Misdemeanors, Thefts, Inhalants and use of tobacco, any tobacco product, nicotine, or synthetic nicotine in any form can have the penalty reduced to 25% of season contests if the individual completes an assessment administered by a licensed organization/individual.

COMPUTING PERCENTAGE OF THE SEASON TO BE PENALIZED FOR EXTRA-CURRICULAR ACTIVITIES

A season is defined as being the total number of regular season contests plus one (1) tournament contest. To determine a percentage of a season, count each regularly scheduled event. The first contest in the tournament should be used to determine the end of a season for activities that conclude with a tournament series. Then compute the percentage of the season. If the fractional portion of a penalty is .5 the suspension will be rounded off to the next highest whole number (e.g. 1.5 moves to 2).

If a violation occurs with less than 50% of the season remaining, the individual can be suspended from the remaining contests and be excluded from the team banquet(s). If a violation occurs after the contest season they will be excluded from the team banquet(s). The banquet(s) count as one (1) suspended contest. Multiple banquets do not count for more than one (1) suspended contest. All suspended contests not served in the sport season in which the violation occurred will be forwarded to the next contest season (not sport dependent). The total number of suspended contests not served shall remain proportional to the contest season in which they are served.

Ex. A volleyball student-athlete is in violation of the Athletics & Activities Code and is suspended from 50% of the season. They complete an assessment and the penalty is reduced to 25%. The total contests suspended is four (4). The student-athlete serves one (1) contest of the suspension during the contest season and is excluded from the banquet for a total of two (2) suspended contests. They have not served two (2) out of the four (4) suspended contests. $2/17 = 12\%$. Therefore, they are suspended for 12% of the next contest season (not sport dependent). Thus if they participate in basketball (15 contests in the season – 12% of 10 is 1.8) they would serve a two (2) game suspension and then be eligible to participate and face no additional suspensions for the original violation.

Middle School Sport	No. of Regular Season Contests	Conference Tournament	Total Contests	50%	25%
Boys & Girls Cross Country	7	1	8	4	2
Football	7	1	8	4	2
Fall Cheerleading	7	1	8	4	2
Volleyball	16	1	17	9	4
Wrestling	12	1	13	7	3
Boys & Girls Basketball	14	1	15	8	4
Winter Cheerleading	14	1	15	8	4
Boys & Girls Track & Field	7	1	8	4	2

*Round up on any decimal .5 or greater

**Team only guaranteed to play one (1) conference tournament contest

***Total contest shown are estimated. May vary from year to year and should be adjusted accordingly

PRACTICE AND A SUSPENSION

School administration has the authority to determine whether an individual is allowed to practice with the team, group or organization during a period of suspension from activities/athletics but only after school discipline and consequences have been served resulting from a school suspension or expulsion.

CONFLICTS IN EXTRACURRICULAR/CO-CURRICULAR ACTIVITIES

PHM Schools offer a wide variety of activities, many of which occur at the same time. Students must let directors, sponsors, or the director/sponsor and coach know that a conflict exists at least three (3) weeks prior to the conflict unless the conflict is created due to a postponement or schedule change. It is not always possible, but every effort will be made to eliminate the conflict. When the issue cannot be resolved through adjustments in the schedule, the coaches/sponsors, cooperating with the Athletic Office, will make efforts to accommodate the needs of the students involved.

PHYSICAL EXAMINATIONS

All students participating in any athletic activity must have a completed IHSAA physical form on file in the athletic office. Students desiring to participate in athletics are required to undergo a physical examination performed by a licensed medical doctor prior to the first practice of any sport. The physical form, which must be signed by the doctor, may be obtained at the Athletic Office or online. The doctor's signature must be dated after **April 1st preceding** the current school year. These can be downloaded from the school website or www.ihsaa.org

PARENT AND STUDENT ACKNOWLEDGEMENT FORM

The Parent and Student Acknowledgement Form is found on www.RegisterMyAthlete.com. It must be completed online in order for a student to be eligible for athletic or activity participation. The electronic signature of a parent and student indicates that they have read, understand, and agree to abide by the stated policies, rules and procedures.

SCHOOL ATTENDANCE

In order to compete, participate in an activity or practice a student must attend three (3) periods of the school day. Any unexcused absence could affect participation in an activity, practice, or competition.

INSURANCE

All student participants in athletic programs must purchase student accident insurance when family insurance coverage is no longer available before he/she can participate in Middle School Athletics. Families will confirm coverage during the registration process.

TRANSPORTATION

Students who participate in athletic and/or extracurricular activities will be assessed a fee of \$10.00 at the beginning of *each* season to offset the cost of bus transportation directly related to attending away athletic and/or extracurricular events. This action is necessary to help control the increasing cost of bus transportation at a time when very few additional revenues are available to meet ongoing operational costs. Those families facing a financial hardship where it would be impossible to cover the transportation fee should contact the coach, sponsor, or building principal to discuss what other options would be possible to cover the transportation fee.

Please detach and keep the top portion for your records.

Return this portion with the \$10 transportation fee attached.

Checks are preferred and should be made out to your P-H-M Middle School.

Name _____

Sport/Activity _____ Grade _____

Season (please circle one) Fall Winter Spring

Cash _____ Check # _____ Date _____

The total Transportation fee is **\$10.00 per season** (single sport/activity)

Each additional sport or activity is assessed a transportation fee of \$10.00 per season.

K-12 Student Accident Insurance

Enroll Online

www.studentinsurance-kk.com



Protect your child with student accident insurance. If you don't have other insurance, this student accident insurance is vital. If you have other insurance, student accident insurance can help with deductibles and copays.

K-12 Accident Plans available through your school:

- At-School Accident Only
- 24-Hour Accident Only
- Extended Dental
- Football

How to Enroll Online

Enrolling online is easy and should take only a few minutes.

Go to www.studentinsurance-kk.com and click the "Enroll Now" button.

1. Start by telling us the name of the school district and state where your child attends school.
2. We'll request each student's name and grade level.
3. You'll see the available plans and their rates. Select your coverage and continue to the next step.
4. We'll request information about you, like your name and email address.
5. Next, you'll enter information about the child or children to be covered.
6. Enter your credit card or eCheck payment information.
7. Finally, print out a copy of the confirmation for your records.

For further details of the coverage including costs, benefits, exclusions, any reductions or limitations and the terms under which the policy may be continued in force, please refer to www.studentinsurance-kk.com. Student is able to purchase the coverage only if his/her school district is a policyholder with the insurance company.

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Proteja a su hijo con el seguro de accidentes para estudiantes. Si usted no tiene otro seguro, este seguro de accidentes para estudiantes es fundamental. Si tiene otro seguro, el seguro de accidentes para estudiantes puede ayudarle a pagar los deducibles y copagos.

Planes de accidentes para K-12 disponibles a través de su escuela:

- Sólo accidentes en la escuela
- Solo accidentes, 24 horas
- Dental extendido
- Fútbol

Cómo inscribirse en línea

Inscribirse en línea es fácil y sólo le tomará unos pocos minutos.

Visite www.studentinsurance-kk.com y haga clic en el botón "Enroll Now" ("Inscribirse ahora").

1. Comience por decirnos el nombre del distrito escolar y el estado en el que su hijo(a) va a la escuela.
2. Solicitaremos el nombre y el grado de cada uno de los estudiantes.
3. Verá los planes disponibles y sus tarifas. Seleccione su cobertura y continúe con el siguiente paso.
4. Le solicitaremos información sobre usted, como su nombre y dirección de correo electrónico.
5. Después, ingresará la información acerca del niño o niños que recibirá(n) cobertura.
6. Ingrese la información de pago de su tarjeta de crédito o eCheck.
7. Finalmente, imprima una copia de la confirmación para sus registros.

Para obtener más detalles, incluso costos, beneficios, exclusiones, y reducciones o limitaciones y los términos en virtud de los cuales esta póliza podría continuar en vigencia, consulte www.studentinsurance-kk.com. Los estudiantes pueden comprar la cobertura únicamente si su distrito escolar es titular de una póliza con la compañía de seguros.

A FACT SHEET FOR High School Parents



This sheet has information to help protect your teens from concussion or other serious brain injury.

What Is a Concussion?

A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.

How Can I Help Keep My Teens Safe?

Sports are a great way for teens to stay healthy and can help them do well in school. To help lower your teens' chances of getting a concussion or other serious brain injury, you should:

- Help create a culture of safety for the team.
 - Work with their coach to teach ways to lower the chances of getting a concussion.
 - Emphasize the importance of reporting concussions and taking time to recover from one.
 - Ensure that they follow their coach's rules for safety and the rules of the sport.
 - Tell your teens that you expect them to practice good sportsmanship at all times.
- When appropriate for the sport or activity, teach your teens that they must wear a helmet to lower the chances of the most serious types of brain or head injury. There is no "concussion-proof" helmet. Even with a helmet, it is important for teens to avoid hits to the head.

Talk with your teens about concussion. Tell them to report their concussion symptoms to you and their coach right away. Some teens think concussions aren't serious or worry that if they report a concussion they will lose their position on the team or look weak. Remind them that *it's better to miss one game than the whole season.*

How Can I Spot a Possible Concussion?

Teens who show or report one or more of the signs and symptoms listed below—or simply say they just "don't feel right" after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

Signs Observed by Parents

- Appears dazed or stunned
- Forgets an instruction, is confused about an assignment or position, or is unsure of the game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to or after a hit or fall

Symptoms Reported by Teens

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness, or double or blurry vision
- Bothered by light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Confusion, or concentration or memory problems
- Just not "feeling right," or "feeling down"

**GOOD TEAMMATES KNOW:
IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.**



cdc.gov/HEADSUP

CONCUSSIONS AFFECT EACH TEEN DIFFERENTLY.

While most teens with a concussion feel better within a couple of weeks, some will have symptoms for months or longer. Talk with your teens' healthcare provider if their concussion symptoms do not go away or if they get worse after they return to their regular activities.



Plan ahead. What do you want your teen to know about concussion?

What Are Some More Serious Danger Signs to Look Out For?

In rare cases, a dangerous collection of blood (hematoma) may form on the brain after a bump, blow, or jolt to the head or body and can squeeze the brain against the skull. Call 9-1-1, or take your teen to the emergency department right away if, after a bump, blow, or jolt to the head or body, he or she has one or more of these danger signs:

- One pupil larger than the other
- Drowsiness or inability to wake up
- A headache that gets worse and does not go away
- Slurred speech, weakness, numbness, or decreased coordination
- Repeated vomiting or nausea, convulsions or seizures (shaking or twitching)
- Unusual behavior, increased confusion, restlessness, or agitation
- Loss of consciousness (passed out/knocked out). Even a brief loss of consciousness should be taken seriously

Teens who continue to play while having concussion symptoms or who return to play too soon—while the brain is still healing—have a greater chance of getting another concussion. A repeat concussion that occurs while the brain is still healing from the first injury can be very serious, and can affect a teen for a lifetime. It can even be fatal.



What Should I Do If My Teen Has a Possible Concussion?

As a parent, if you think your teen may have a concussion, you should:

1. Remove your teen from play.
2. Keep your teen out of play the day of the injury. Your teen should be seen by a healthcare provider and only return to play with permission from a healthcare provider who is experienced in evaluating for concussion.
3. Ask your teen's healthcare provider for written instructions on helping your teen return to school. You can give the instructions to your teen's school nurse and teacher(s) and return-to-play instructions to the coach and/or athletic trainer.

Do not try to judge the severity of the injury yourself. Only a healthcare provider should assess a teen for a possible concussion. You may not know how serious the concussion is at first, and some symptoms may not show up for hours or days. A teen's return to school and sports should be a gradual process that is carefully managed and monitored by a healthcare provider.

Revised January 2019

To learn more,
go to cdc.gov/HEADSUP



SUDDEN CARDIAC ARREST

A Fact Sheet for Parents

FACTS

Sudden cardiac arrest (SCA) is a rare, but tragic event that claims the lives of approximately 7,000 children each year in the United States, according to the American Heart Association. SCA is not a heart attack. It is an abnormality in the heart's electrical system that abruptly stops the heartbeat. SCA affects all students, in all sports or activities, and in all age levels. The majority of activity-related cardiac arrests are due to congenital (inherited) heart defects. However, SCA may also occur after a person experiences an illness which has caused an inflammation to the heart or after a direct blow to the chest.

WARNING SIGNS

Possible warning signs of SCA include:

- Fainting
- Difficulty Breathing
- Chest Discomfort or Pain
- Dizziness
- Abnormal Racing Heart Rate

ASSESSING RISK

Health care providers may use several tests to help detect risk factors for SCA. One such test is an electrocardiogram (ECG). An ECG is a simple, painless test that detects and records the heart's electrical activity. It is used to detect heart problems and monitor a person's heart health. There are no serious risks to a person having an ECG test. ECG's are able to detect a majority of heart conditions more effectively than a physical exam and health history alone.

What are the risks of practicing or playing after experiencing warning symptoms?

There are risks associated with continuing to practice or play after experiencing warning symptoms of sudden cardiac arrest. When the heart stops, so does blood flow to the brain and other vital organs. Death or permanent brain damage follows in just a few minutes. Most people who experience SCA die from it. However, when SCA is witnessed and an onsite automatic defibrillator (AED) is deployed in a timely manner, survival rates approach 50%.

How can I help prevent my child from experiencing SCA?

Daily physical activity, proper nutrition, and adequate sleep are all important aspects of life-long health. Additionally, parents can assist students prevent death from SCA by:

- Ensuring your child knows about any family history of SCA (onset of heart disease in a family member before the age of 50 or a sudden, unexplained death at an early age)
- Ensuring your child has a thorough pre-season screening exam prior to participation in an organized athletic activity
- Asking if your school and the site of competition have automated external defibrillators (AED's) that are close by and properly maintained
- Asking if your child's coach is CPR/AED certified
- Becoming CPR/AED certified yourself
- Ensuring your child is not using any non-prescribed stimulants or performance enhancing drugs
- Being aware that the inappropriate use of prescription medications, energy drinks, or vaping increase risk
- Encouraging your child to be honest and report symptoms of chest discomfort, unusual shortness of breath, racing or irregular heartbeat, or feeling faint

What should I do if I think my child has warning signs that may lead to sudden cardiac arrest?

1. Tell your child's coach about any previous events or family history
2. Keep your child out of play
3. Seek medical attention right away

What are the survival steps for sudden cardiac arrest?

- Immediate activation of EMS
- Early CPR with an emphasis on chest compressions
- Immediate use of the onsite AED
- Integrated post-cardiac arrest care

Developed and Reviewed by the Indiana Department of Education's Sudden Cardiac Arrest Advisory Board (May 2021)

SUDDEN CARDIAC ARREST

A Fact Sheet for Student Athletes

FACTS

Sudden cardiac arrest (SCA) is a rare but tragic event that claims the lives of approximately 7,000 children each year in the United States, according to the American Heart Association. SCA is not a heart attack. It is an abnormality in the heart's electrical system that abruptly stops the heartbeat. SCA affects all students, in all sports or activities, and in all age levels. It may even occur in athletes who are in peak shape. The majority of activity-related cardiac arrests are due to congenital (inherited) heart defects. However, SCA may also occur after a person experiences an illness which has caused an inflammation to the heart or after a direct blow to the chest. Once SCA occurs, there is very little time to save the person. So, identifying those at risk before the arrest occurs is a key factor in prevention.

WARNING SIGNS

Possible warning signs of SCA include:

- Fainting
- Difficulty Breathing
- Chest Discomfort or Pain
- Dizziness
- Abnormal Racing Heart Rate

ASSESSING RISK

Health care providers may use several tests to help detect risk factors for SCA. One such test is the electrocardiogram (ECG). An ECG is a simple, painless test that detects and records the heart's electrical activity. It is used to detect heart problems and monitor a person's heart health. There are no serious risks to a person having an ECG. ECG's are used as a screening tool to detect abnormalities before a person has symptoms, or as a diagnostic tool to help identify persons who would benefit from interventions to reduce the risk of a heart-related condition.

Developed and Reviewed by the Indiana Department of Education's Sudden Cardiac Arrest Advisory Board (May2021)

What are the risks of practicing or playing after experiencing warning symptoms?

There are risks associated with continuing to practice or play after experiencing warning symptoms of sudden cardiac arrest. When the heart stops, so does blood flow to the brain and other vital organs. Death or permanent brain damage follows in just a few minutes. Most people who experience SCA die from it. However, when SCA is witnessed and an onsite automated external defibrillator (AED) is deployed in a timely manner, survival rates approach 50%.

How am I able to protect myself from SCA?

Daily physical activity, proper nutrition, and adequate sleep are all important aspects of life-long health. Additionally, you can assist by:

- Knowing if you have a family history of SCA (onset of heart disease in a family member before the age of 50 or a sudden, unexplained death at an early age)
- Telling your health care provider during your pre-season physical about any unusual symptoms of feeling faint, shortness of breath, chest discomfort, dizziness, or racing or irregular heart rate, especially if you feel these symptoms with physical activity
- Taking only prescription drugs that are prescribed to you by your health care provider
- Being aware that the inappropriate use of prescription medications, energy drinks, or vaping can increase your risk
- Being honest and reporting symptoms

What should I do if I notice the warning signs that may lead to SCA?

1. Tell an adult – your parent, your coach, your athletic trainer, your band leader, or your school nurse
2. Get checked out by your health care provider
3. Take care of your heart
4. Remember that the most dangerous thing you can do is to do nothing

Registration for Parents

If you do not already have an account

1. Go to aktivate.com
2. Click **Login**
3. Then click **Create Account** (*you only need one account no matter if you have students at multiple schools*)
4. Fill out all of the personal account information
5. Click **Create Account**
6. Lastly, input the account **Verification Code** that you'll receive via email to confirm your account **Please Note:** You will need to open another tab (do not close your current tab) and find the verification email in your email inbox (it may take a few minutes to appear, so be patient). You can copy and paste the code into the pop-up or directly type into it

If you already have an account

1. Go to aktivate.com
2. Click **Login**
3. Log in with your email/username and password.
4. Under the Parents header, select **"Click here to start/complete athlete registrations"**
5. Click on **Start/Complete Registrations**. (upper left-hand side of the screen)
6. select **Click Here to Start New Registration**.
7. Click **Select School**
8. Follow the prompts to complete all requirements for your school's registration.

If assistance is needed, click the orange button on the lower left side of the screen for live chat or email support@aktivate.com.

Note the following information will be completed online and then shared with the coaches, sponsors, athletic trainers, and event supervision personnel:

- 1. Emergency Contact Information**
- 2. Medical Information**
- 3. Permission to treat in the absence of a parent or guardian**

Permission is hereby granted to the attending physician to proceed with any medical or minor surgical treatment, and x-ray examination for the above named student. In the event of serious illness, the need for major surgery or significant accidental injury, I understand that an attempt will be made by the attending physician to contact me in the most expeditious way possible. If said physician is not able to communicate with me, the treatment necessary for the best interest of the above named student may be given. In the event of a serious or potentially serious medical emergency arises during a practice or game, and I cannot be contacted, I grant permission for medically trained school staff to perform whatever supportive measures they deem necessary until such time as either (1) I can be contacted, (2) medical personnel can attend, (3) or transportation to a regular medical facility can be arranged.

- 4. Permission to provide Over the Counter medication**

*The Penn High School Certified Athletic Trainers or persons designated by him/her are hereby given my permission to administer **non-prescription, over the counter (OTC) medications** to the above-designated student. Further consent is hereby given to administer prescription medication to the above-designated student when prescription is properly labeled and is accompanied by a written request by the professional person who prescribed the medication.*

**STUDENT CONCUSSIONS AND SUDDEN CARDIAC ARREST
ACKNOWLEDGEMENT AND SIGNATURE FORM
FOR PARENTS AND STUDENT ATHLETES**

Indiana Code (IC) 20-34-7 and IC 20-34-8 require schools to distribute information sheets to inform and educate student athletes and their parents on the nature and risk of concussion, head injury and sudden cardiac arrest to student athletes, including the risks of continuing to play after concussion or head injury. These laws require that each year, before beginning practice for an interscholastic or intramural sport, a student athlete and the student athlete's parents or legal guardians must be given an information sheet, and both the student athlete and the student athlete's parents or legal guardians must sign and return a form acknowledging receipt of the information to the student athlete's coach.

IC 20-34-7 states that a high school athlete (including cheerleaders) who is suspected of sustaining a concussion or head injury in a practice or game, shall be removed from play at the time of injury and may not return to play until the student athlete has received a written clearance from a licensed healthcare provider trained in the evaluation and management of concussions and head injuries.

IC 20-34-8 states that a student athlete (including cheerleaders) or marching band member who is suspected of experiencing symptoms of sudden cardiac arrest in a practice for an athletic activity or in an athletic activity shall be removed from practice or play and may not return to practice or play until the coach has received verbal permission from a parent or legal guardian of the student athlete to return to practice or play. Within twenty-four (24) hours, this verbal permission must be replaced by a written statement from the parent or guardian.

The Penn-Harris-Madison School Corporation is exceeding the standard of IC 20-34-8 by requiring that a student athlete experiencing symptoms of sudden cardiac arrest be removed from practice or play and they may not return to practice or play until his/her coach receives written clearance from a licensed physician.

Parent/Guardian – please read the attached fact sheets regarding concussion and sudden cardiac arrest and ensure that your student athlete has received and read these fact sheets. After reading these fact sheets, please ensure that you and your student athlete sign this form, and have your student athlete return this form to his/her coach.

As a student athlete, I have received and read both of the fact sheets regarding concussion and sudden cardiac arrest. I understand the nature and risk of concussion and head injury to student athletes, including the risks of continuing to play after concussion or head injury, and the symptoms of sudden cardiac arrest.

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I, as the parent or legal guardian of the above named student, have received and read both the fact sheets regarding concussion and sudden cardiac arrest. I understand the nature and risk of concussion and head injury to student athletes, including the risks of continuing to play after concussion or head injury, and the symptoms of sudden cardiac arrest.

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**PARENT/STUDENT CERTIFICATE
INFORMED CONSENT
THE FIRST STEP TO PARTICIPATION
IN STUDENT ACTIVITIES**

“ATHLETICS & ACTIVITIES CODE & DRUG TESTING PROGRAM CONSENT”

I have read and understand the rules and regulations as stated in this booklet pertaining to the Athletics & Activities Code. This also certifies that the undersigned have read, understand, and agree to abide by the policies outlined within the Penn-Harris-Madison School Student Drug Testing Program and the Student Handbook. As a member of a student activity representing P-H-M Schools, I agree to guide my conduct accordingly. I understand that I will enter the testing pool at the start of my participation in an activity at middle school and will remain in the testing pool through 8th grade graduation.

I accept the method of obtaining samples by oral swab , testing and analysis of such and all other aspects of the drug-testing program. I agree to cooperate in allowing testing that may be required from time to time. I understand that my refusal to provide an oral swab will be treated as a positive test.

I further agree and consent to disclosure of the sampling, testing, and results provided for in this program. This consent is given pursuant to all state and federal privacy statutes and is a waiver of rights to non-disclosure of such test records and results only to the extent of the disclosures authorized in the program.

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As a parent/guardian of a member of a P-H-M Middle School Activity, I have also read and understand the contents of this booklet. I approve of this Athletics & Activities Code and Drug Testing Program. I know what is expected of my son or daughter, and want him/her to maintain these standards. I understand that the Athletics & Activities Code is in effect for the next calendar year. I understand that my child will enter the testing pool at the start of his or her participation in an activity at middle school and will remain in the testing pool through 8th grade graduation. A parent or guardian may request, in writing to the Athletic Director, to have their child's name removed from the testing pool at the end of the school year if they are no longer participating in school activities.

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Please Note: This form must be completed online before any student will be allowed to participate in any student activity, which extends beyond the regular curricular offerings.