

**Treynor**  
**Activities Department**



**Parent**  
**Guidebook**

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**Code No. 103.E1****ANNUAL NOTICE OF NONDISCRIMINATION**

The Treynor Community School District offers career and technical programs in the following areas of study: Applied Sciences, Technology, Engineering, and Manufacturing, Human Services, Arts, Communications, and Information Systems, Business, Finance, Marketing, and Management.

It is the policy of the Treynor Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the High School Principal, who serves as the Equity Coordinator: Jacob Hedger, High School Principal, 102 East Main, 712-487-3804, [jhedger@treynorcardinals.org](mailto:jhedger@treynorcardinals.org)

**Code No. 103.E2****CONTINUOUS NOTICE OF NONDISCRIMINATION**

It is the policy of the Treynor Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the principals, who serve as the equity coordinators: Jill Kay, Elementary Principal, #2 Elementary Drive, 712-487-3422, [jkay@treynorcardinals.org](mailto:jkay@treynorcardinals.org) Jenny Berens, Middle School Principal, 102 East Main, 712-487-3181, [jberens@treynorcardinals.org](mailto:jberens@treynorcardinals.org) Jacob Hedger, High School Principal, 102 East Main, 712-487-3804, [jhedger@treynorcardinals.org](mailto:jhedger@treynorcardinals.org)

We feel strongly that involvement in all activities is a part of the educational experience, and helps to teach lifelong characteristics that are able to be used each and every day of our adult lives. Every coach in our program is dedicated to winning, however, they are also encouraged and reminded to keep things in their proper perspective, provide a positive experience and make sure we are teaching lessons that can be used for a lifetime as well.

### **Concussion Management**

- Each athlete will submit to the HS Office before the first day of practice a Concussion Fact Sheet, signed by the student and parent. This form is found at the end of this guidebook.
- No student should return to play/competition or practice on the same day she/he sustained a concussion or brain injury, unless a licensed health care provider makes the final decision to return.
- A licensed healthcare provider should evaluate a student suspected of having a concussion on the same day the injury occurs.
- After receiving medical clearance, by a licensed healthcare provider, the student should follow a stepwise protocol with provisions for delayed return to play based upon the return of any signs or symptoms. Return to Play Protocol is found on page 10 and 11

### **Physical Forms**

- Each athlete will submit to the HS Office before the first day of practice a completed and signed by doctor, athlete and parent physical form. This form is found at the end of this guidebook.

### **Insurance Form**

- Each athlete will submit to the HS Office before the first day of practice. This form is found at the end of this guidebook.

### **Attendance                      Treynor Student Handbook**

- The Treynor High School Attendance Policy states that parents of students who have undocumented absences during the school year will receive an attendance-warning letter and both the 5th undocumented absence and the 10th undocumented absence informing them that their child is having attendance issues.
- Parents of students with at least 15 undocumented absences during the school year will receive a letter informing them that their child is having attendance issues and that an "Attendance Cooperation Meeting" may need to be held. During this meeting, an attendance contract will be drawn up and signed by the student, parent(s) and school personnel. After this time, if the attendance issue is still not corrected the issue may then be referred to the District County Attorney's Office.
- Documented Absences: A documented absence is an absence that has supporting documentation such as an appointment that is considered unavoidable (Doctor, Dentist, Court, School Sponsored Activities, Funerals, etc.) Students are required to bring documentation when returning to school in order for it to be considered a documented absence.
- Undocumented Absences: Parent notes or notification for absences such as; illness, vacation, personal reasons, etc. will be considered an undocumented absence.

- The Principal is responsible for the interpretation of documented versus undocumented absences.
- Student Absences: Parents are requested to notify the principal's office (487-3804) by 9:00 when students are not going to be in school.
- Truancy: In Iowa, truancy is defined as "any child over seven and under sixteen years of age, in proper physical and mental condition to attend school, who fails to attend school regularly, without a reasonable excuse for their absence, shall be deemed a truant." Parents who fail to ensure their child is in school may have charges filed against them under the "child in need of assistance" provision of the state.

#### **Late Arrivals/School Sponsored Activities or Practices**

#### **Treynor Student Handbook**

- Any time a student arrives late to school or leaves prior to regular dismissal time, she/he must report to the office to sign in/out and ensure that his or her guardian has contacted the office.
- Students participating in school activities must be in school at least one-half day during the afternoon session on the day of the event in order to participate in a school activity. This rule may be waived by the principal for special circumstances. This policy doesn't affect participation in Saturday activities.

#### **Academic Eligibility**

#### **Treynor Student Handbook**

- Students must not be failing any subject on mid-quarter, quarter, or semester reports. Students who do not meet this requirement are not allowed the privileges of participating in extracurricular activities.
- If a student is failing any class for the mid-quarter or quarter, the student is ineligible for a minimum of two calendar weeks. If the student is passing the failed course(s) after that time, he/she regains eligibility.
- If a student is not passing all courses at the end of a final grading period, that student is ineligible for the first period of 30 consecutive calendar days in the interscholastic athletic event in which the student is a contestant. There is no requirement that the student competed in the sport previously. (Students in baseball or softball have the same penalty as all other students.) However, the student must finish the season in good standing for the eligibility to take effect during the next season. (Ex: If a student decides to play softball then she must finish the whole season in good standing so that she is able to participate and be eligible for volleyball.)
- The ineligibility period shall continue from one season or activity to a second if necessary to complete the weeks of the sanctions described above. Activities under this rule include but are not limited to: all athletic activities, jazz band, jazz choir, speech/drama, musical, dance team, and cheerleading.

#### **Good Conduct Rule**

#### **Treynor Student Handbook**

- Extracurricular activities in the Treynor Community School District are an integral part of the total education of students and are a privilege, not a right.
- Good conduct is an expectation of students who represent the Treynor Community Schools in all extra-curricular activities and school-sponsored organizations.
- Therefore, all students in grades seven (7) through (12) whose actions, habits, or conduct would degrade or be detrimental to the ideals, principles or standards of the school shall be subject to being declared ineligible by the building principal or activities director.

- FIRST OCCASION: Student may be ineligible for up to four calendar weeks commencing with the Monday preceding the first scheduled contest/performance in which he or she participates. Penalties may include, but are not limited to, detention, suspension, and/or expulsion.
- SECOND OCCASION: Student may be ineligible for up to six calendar weeks commencing with the Monday preceding the first scheduled contest/performance in which he or she participates. Penalties may include, but are not limited to, detention, suspension, and/or expulsion.
- THIRD OCCASION: Student may be ineligible for up to twelve calendar weeks commencing with the Monday preceding the first scheduled contest/performance in which he or she participates. Penalties may include, but are not limited to, detention, suspension, and/or expulsion.
- The ineligibility period shall continue from one season or activity to a second if necessary to complete the weeks of the sanction described above. Commencing with the Monday preceding the first scheduled event of the next season or activity in which the student participates.
- Activities under this rule include but are not limited to all athletic activities, jazz band/choir, speech/drama, yearbook, musical, drill team, cheerleading, student council, National Honor Society, Homecoming court, and Prom court.
- The principal is responsible for pronouncing the ineligibility and informing the parties involved including the student's parents. First, second, and third occasions apply to total school years eligibility and not to only an annual interpretation as it pertains to this policy.

#### **Drug, Alcohol and Tobacco Rule**

#### **Treynor Student Handbook**

- A student will be declared ineligible to participate in extracurricular activities if the student has been found to have committed, has been observed by a school employee to have committed or admitted to committing any of the following at any time regardless of age:
  - Selling, distributing, dispensing, manufacturing, possessing, using or being under the influence of beer, wine, alcohol, tobacco and/or nicotine products, including, but not limited to cigarettes, chew, snus, dissolvables, electronic cigarettes, vaping products and devices and/or any electronic or other devices that can be used to deliver nicotine to the person inhaling from the device, illegal drugs, drug paraphernalia or look alike substances that appear to be tobacco, beer, wine, alcohol or controlled substances and the unauthorized selling, distributing, using, possessing or being under the influence of otherwise lawful drugs.
- All Treynor students are expected to be honest and to take responsibility for their actions. The following consequences will be imposed when a student chooses to speak with a Treynor school administrator, athletic director, or guidance counselor within 48 hours of the incident and admit the mistake he or she made.
  - FIRST OCCASION: The Student will be ineligible for three (3) calendar weeks commencing with the Monday preceding the first scheduled activity\* in which he or she participates. 22
  - SECOND OCCASION: Student will be ineligible for five (5) calendar weeks commencing with the Monday preceding the first scheduled activity\* in which he or she participates. The student must submit to professional counseling by

- certified personnel. The student and/or parents are responsible for any expenses, scheduling this in a timely fashion, and providing the school with documentation of successful completion.
- THIRD OCCASION: Student will be ineligible for one (1) calendar year commencing with the Monday preceding the first scheduled activity\* in which he or she participates. The student must submit to professional counseling by certified personnel. The student and/or parents are responsible for any expenses, scheduling this in a timely fashion, and providing the school with documentation of successful completion.
  - \* Preseason events, "soap" scrimmages, jamborees, etc. are NOT counted as a scheduled activity.
  - If a student is found to have committed any of the infractions described above and chooses to not self report it within 48 hours of the infraction, the following consequences will be imposed:
    - FIRST OCCASION: The Student will be ineligible for five (5) calendar weeks commencing with the Monday preceding the first scheduled activity\* in which he or she participates.
    - SECOND OCCASION: Student will be ineligible for seven (7) calendar weeks commencing with the Monday preceding the first scheduled activity\* in which he or she participates. The student must submit to professional counseling by certified personnel. The student and/or parents are responsible for any expenses, scheduling this in a timely fashion, and providing the school with documentation of successful completion.
    - THIRD OCCASION: Student will be ineligible two (2) calendar years commencing with the Monday preceding the first scheduled activity\* in which he or she participates. The student must submit to professional counseling by certified personnel. The student and/or parents are responsible for any expenses, scheduling this in a timely fashion, and providing the school with documentation of successful completion.
  - \* Preseason events, "soap" scrimmages, jamborees, etc. are NOT counted as a scheduled activity
  - If an infraction takes place after practice has begun for an activity in which the student elected not to participate, he or she may not then join that activity.
    - The ineligibility would begin with the next season in which the student participates.
    - The ineligibility period shall continue from one season or activity to a second if necessary to complete the weeks of the sanction described above. Commencing with the Monday preceding the first scheduled event of the next season or activity in which the student participates.
  - Activities under this rule include but are not limited to all athletic activities, jazz band/choir, speech/drama, yearbook, musical, drill team, cheerleading, student council, National Honor Society, Homecoming court, and Prom court.
  - The principal is responsible for pronouncing the ineligibility and informing the parties involved including the student's parents. First, second, and third occasions apply to total school eligibility and not to only an annual interpretation as it pertains to this policy.



## Scholarship Rule

## IHSAA/IGHSAU Handbook

- All contestants must be enrolled and in good standing in a school that is a member or associate member in good standing of the organization sponsoring the event.
- All contestants must be under 20 years of age.
- All contestants shall be enrolled students of the school in good standing.
  - They shall receive credit in at least four subjects, each of one period or "hour" or the equivalent thereof, at all times.
  - To qualify under this rule, a "subject" must meet the requirements of 281—Chapter 12. Coursework taken from a postsecondary institution and for which a school district or accredited nonpublic school grants academic credit toward high school graduation shall be used in determining eligibility.
  - No student shall be denied eligibility if the student's school program deviates from the traditional two-semester school year.
    - (1) Each contestant shall be passing all coursework for which credit is given and shall be making adequate progress toward graduation requirements at the end of each grading period. Grading period, graduation requirements, and any interim periods of ineligibility are determined by local policy. For purposes of this subrule, "grading period" shall mean the period of time at the end of which a student in grades 9 through 12 receives a final grade and course credit is awarded for passing grades.
    - (2) If at the end of any grading period a contestant is given a failing grade in any course for which credit is awarded, the contestant is ineligible to dress for and compete in the next occurring interscholastic athletic contests and competitions in which the contestant is a contestant for 30 consecutive calendar days.
- A student with a disability who has an individualized education program shall not be denied eligibility on the basis of scholarship if the student is making adequate progress, as determined by school officials, towards the goals and objectives on the student's individualized education program.
- A student who meets all other qualifications may be eligible to participate in interscholastic athletics for a maximum of eight consecutive semesters upon entering the ninth grade for the first time. However, a student who engages in athletics during the summer following eighth grade is also eligible to compete during the summer following twelfth grade. Extenuating circumstances, such as health, may be the basis for an appeal to the executive board which may extend the eligibility of a student when the executive board finds that the interests of the student and interscholastic athletics will be benefited.
- All member schools shall provide appropriate interventions and necessary academic supports for students who fail or who are at risk to fail, and shall report to the department regarding those interventions on the comprehensive school improvement plan.
- A student is academically eligible upon entering the ninth grade.
- A student is not eligible to participate in an interscholastic sport if the student has, in that same sport, participated in a contest with or against, or trained with, a National Collegiate Athletic Association (NCAA), National Junior College Athletic Association (NJCAA), National Association of Intercollegiate Athletics (NAIA), or other collegiate governing organization's sanctioned team. A student may not participate with or against high school graduates if the graduates represent a collegiate institution or if the event is



sanctioned or sponsored by a collegiate institution. Nothing in this sub rule shall preclude a student from participating in a one-time tryout with or against members of a college team with permission from the member school's administration and the respective collegiate institution's athletic administration.

- No student shall be eligible to participate in any given interscholastic athletic sport if the student has engaged in that sport professionally.
- The local superintendent of schools, with the approval of the local board of education, may give permission to a dropout student to participate in athletics upon return to school if the student is otherwise eligible under these rules.
- Remediation of a failing grade by way of summer school or other means shall not affect the student's ineligibility. All failing grades shall be reported to any school to which the student transfers.

#### **Non-School Team Participation**

#### **IHSAA/IGHSAU Handbook**

- A high school student who participates in school-sponsored athletics may participate in a non-school-sponsored sport during the same season with approval of the superintendent. Such outside participation will not conflict with the school-sponsored athletic activity.
- Form is required to be signed by student athlete, parent/guardian, Treynor coach and Treynor Superintendent of Schools

#### **Athletic Dual Season Agreement**

- An athlete that desires to compete in two (2) athletic activities in the same season may do so with written consent of both coaches/sponsors involved.
- The athlete must determine a priority sport/activity and a secondary sport/activity.
- If a conflict between the two (2) activities exists, the athlete will participate in the priority sport/activity practice followed by the secondary sport/activity practice.
- The athlete will participate in any IHSAA/IGHSAU District, Regional, and/or State tourney/meet.
- Form is required to be signed by student athlete, parent/guardian, priority sport coach, secondary sport coach and returned to the activities director when completed.

#### **Awards**

#### **IHSAA/IGHSAU Handbook**

- A student will be permitted to receive from the student's school, another secondary school, a registered organization, or the host of an event sanctioned by a registered organization, for participation in an interscholastic athletic program, an award whose value cannot exceed \$50.
- Awards for participation in school programs from an individual or organization other than a secondary school or registered organization.
  - No student shall receive any award from an individual or outside organization, for high school participation while enrolled in high school, except that nothing in this sub rule shall preclude the giving of a complimentary dinner by local individuals, organizations, or groups, with approval of the superintendent, to members of the local high school athletic squad.
- No student shall accept any trip or excursion of any kind by any individual, organization, or group outside the student's own school or the governing organization, with the exception of bona fide recruiting trips that meet NCAA requirements.

- Nothing in this sub rule shall preclude or prevent the awarding and the acceptance of an inexpensive, unmounted, unframed paper certificate of recognition as an award, or an inexpensive table favor which is given to everyone attending a banquet.
- Absolute prohibition on cash. At no time may any student accept an award of cash.
- Awards for participation in non-school programs. If a student participates in an outside school activity, the student may receive any award provided that the award does not violate the amateur award rule of the amateur sanctioning body for that sport. In the absence of an applicable amateur award rule, the student may not receive any award the value of which exceeds \$50.

#### **Player Disqualification Rule**

#### **IHSAA/IGHSAU Handbook**

- Any student-athlete at any level grades 7-12 who is ejected from an IHSAA/IGHSAU sanctioned sport will be required to take the NFHS Coach Education/Certification Program elective course —Sportsmanship- It's Up to You.
- The course must be viewed prior to being able to return and participate in an interscholastic contest and the certificate of course completion must be sent to the IHSAA /IGHSAU office. This mandate is in addition to missing the next regularly scheduled game/meet which is defined as the next scheduled, rescheduled, or contracted date. There is no cost for this course.
- It is the responsibility of the game/meet official to report any disqualifications to the IHSAA/IGHSAU the day following the game/meet. If the game/meet is held Friday or Saturday, the report should be made the Monday following.
- It is the coach's responsibility to inform his/her administrator of any disqualification(s). The administrator will file an official report form with the IHSAA/IGHSAU.

#### **Communication**

- If a student-athlete has a disagreement with the coach she/he should follow our line of communication
  - 1st: Student to Coach
  - 2nd: Student, Parent to Coach
  - 3rd: Student, Parent to Coach and Activities Director
  - 4th: Student, Parent to Principal
  - 5th: Student, Parent to Superintendent

#### **General Complaints By Citizens**

#### **Treynor Student Handbook**

- The district recognizes that concerns regarding the operation of the school district will arise and believes that constructive criticism can assist in improving the quality of the education program and in meeting individual student needs more effectively. The district also places trust in its employees and desires to support their actions in a manner which frees them from unnecessary or unwarranted criticism and complaints.
- Procedures for dealing with complaints concerning programs or practices should be governed by the following principles: where action/investigation is desired by the complainant, or where it seems appropriate, the matter should be handled as near the source as possible; complaints should both be investigated and, if possible, resolved expeditiously; complaints should be dealt with courteously and in a constructive manner; individuals directly affected by the complaint should have an opportunity to respond.

### **Activity Website**

- To help facilitate our Activity programs we have a calendar that is in place and available from our school website.
- If you click on the Calendars tab on the home page, it will direct you to the "Activity Calendar" link. I would like to encourage you to use this website to print off schedules and see the latest updated information taking place in our Middle School and High School building.
- Another feature I would like to recommend that you use is the "Notify Me" feature that will send you an email, to multiple accounts if desired, when we have to reschedule an event, add an event or change a location of an event. This will be particularly useful when we get to the spring and summer time and weather causes havoc with our track, soccer, golf, baseball and softball schedules.
- Just go to the link and it will guide you through the process. If you have any questions or comments about the calendar feel free to contact Activities Director Tim Navara.

### **Treynor Cardinals on Twitter**

If you would like to follow the scores and updates of Cardinal activities, follow TreynorNation (@TreynorNation) on Twitter.

### **Concussion or Other Brain Injury Return-To-Play Protocol Iowa Code Section 280.13C**

1. No student shall return to play/competition or practice (RTP) on the same day s/he sustained a concussion or brain injury.
2. A licensed health care provider as defined in Iowa Code Section 280.13C should evaluate a student suspected of having a concussion or brain injury on the same day the injury occurs.
3. An athlete or coach reports concussion related symptoms or requests an ImPact test.
4. ImPact test is administered and Dr. Josh Bintz, Treynor HS trainer, is notified.
  - a. With the athlete's name, please send the parent's email address as well so that I can open a line of communication with them as well, keeping them up to date with our process.
  - b. Test results:
    - i. If the test is positive – the athlete enters the Iowa Concussion Protocol (no practice, S&C, academic accommodations, etc.) and follows up with Josh at their earliest convenience.
    - ii. If the test is negative – the athlete remains out of practice until they follow up with Josh for official clearance. If they would like to resume practice ASAP, they may come to the MOS clinic, checking to ensure Josh is available.
  - c. After receiving medical clearance by a licensed healthcare provider as defined in Iowa Code Section 280.13C, RTP shall follow a stepwise protocol with provisions for delayed RTP based upon return of any signs or symptoms for a minimum of 24 hours. Each step shall take a minimum of 24 hours.
  - d. If the student shows signs, symptoms, or behaviors consistent with a concussion or other brain injury at any step of the RTP protocol, the student must stop the activity and the student's licensed health care provider and parent or guardian shall be contacted.

- e. If the student shows signs, symptoms or behaviors consistent with a concussion or other brain injury during this process, an additional 24-hour period of rest shall take place. After the 24-hour period of rest, the student shall drop back to the previous level when the student showed no signs, symptoms or behaviors consistent with a concussion or other brain injury and begin the progression again.
5. Return-to-play (RTP) Steps
- a. Step 1: Athlete has received written medical clearance from a licensed health care provider to begin the RTP process, **AND** the athlete is back to regular activities, including school, without experiencing any concussion signs, symptoms or behaviors for a minimum of 24 hours.
  - b. Step 2: Low impact, light aerobic exercise. Walking or stationary cycling at slow to medium pace. No resistance/weight training.
  - c. Step 3: Basic exercise, such as running in the gym or on the field. No helmet or other equipment.
  - d. Step 4: Noncontact, sport-specific training drills (dribbling, ball-handling, batting, fielding, running drills) in full equipment. Resistance/weight training may begin.
  - e. Step 5: Full contact practice and participation in normal training activities.
  - f. Step 6: Contest participation

Once an athlete passes all steps of the return to play and the Impact test or is deemed to not have suffered a concussion, Dr. Bintz will send an email to the parents, coaches, and the Activities Director with an "official" release

Health records, such as written clearance to return to participation, should be part of the student's cumulative file kept by the school. Iowa Administrative Code 281.12.3(4)

All athletes at Treynor Middle / High School take the ImPact Concussion Test to determine a baseline and/or assist the health care provider with clearance determination.

### **Concussion or Other Brain Injury Return-To-Learn Protocol**

1. When a student has been declared by a health care provider that a concussion has been determined, the staff/teachers of that student will be notified.
2. Return-to-learn (RTL)
  - a. Accommodations shall be made to the student in the classroom upon returning to school
  - b. Student is allowed:
    - i. To leave class to go to the Office or Nurse's Office
    - ii. To take short breaks
    - iii. To sit outside the classroom during videos and then return to class for discussion
    - iv. To take assessments in a quiet place
    - v. Extended time on assessments
    - vi. Extended time on assignments or be given an assignment reduced in size
    - vii. To postpone semester or major tests until recovered
    - viii. To take only one test per day
    - ix. To eat lunch in a quiet place
    - x. Only physical activity permitted by the doctor
    - xi. A copy of lecture notes

- c. Use of Chromebook and/or laptop should be limited
- d. A math textbook should be provided or, if none is available, the needed pages of the online textbook should be printed and given.

### **Acknowledgement**

**I have received a copy of the Treynor Activities Department Parent Guidebook and understand the policies and rules set forth for my student to participate in activities at Treynor High School.**

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**Parent's/Guardian's Signature**

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**Date**



## A FACT SHEET FOR PARENTS AND STUDENTS

# HEADS UP: Concussion in High School Sports

Please note this important information based on Iowa Code Section 280.13C, Brain Injury Policies:

- (1) A student participating in extracurricular interscholastic activities, in grades seven through twelve, must be immediately removed from participation if the coach, contest official, licensed healthcare provider or emergency medical care provide believe the student has a concussion based on observed signs, symptoms, or behaviors.
- (2) Once removed from participation for a suspected concussion, the student cannot return to participation until written medical clearance has been provided by a licensed health care provider.
- (3) A student cannot return to participation until s/he is free from concussion symptoms at home and at school.

(4) Definitions:

"Contest official" means a referee, umpire, judge, or other official in an athletic contest who is registered with the Iowa high school athletic association or the Iowa girls high school athletic union.

"Licensed health care provider" means a physician, physician assistant, chiropractor, advanced registered nurse practitioner, nurse, physical therapist, or athletic trainer licensed by a board.

"Extracurricular Interscholastic activity" means any extracurricular interscholastic activity means any dance or cheerleading activity or extracurricular interscholastic activity, contest, or practice governed by the Iowa high school athletic association or the Iowa girls high school athletic union that is a contact or limited contact activity as identified by the American academy of pediatrics.

"Medical clearance" means written clearance from a licensed health care provider releasing the student following a concussion or other brain injury to return to or commence participation in any extracurricular interscholastic activity.

### What is a concussion?

Concussions are a type of brain injury that disrupt the way the brain normally works. Concussions can occur in any sport or recreational activity and can result from a fall or from players colliding with each other, the ground, or obstacles. Concussions can occur with or without loss of consciousness, but most concussions occur without loss of consciousness.

### What parents/guardians should do if they think their child has a concussion?

1. Teach your child that it's not smart to play with a concussion.
2. **OBEY THE LAW.**
  - a. Seek medical attention right away.
  - b. Keep your child out of participation until s/he is cleared to return by a licensed healthcare provider.
3. Tell all of your child's coaches, teachers, and school nurse about ANY concussion.

### What are the signs and symptoms of concussion?

Signs and symptoms of concussion can show up right after the injury or may not be noticed until days after the injury. If an athlete reports one or more symptoms of concussion after a bump, blow, or jolt to the head or body, s/he should be removed from play immediately. The athlete should only return to play with permission from a health care provider and after s/he is symptom free at home and at school.

### Signs Observed by Parents or Coaches:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of 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 hit or fall
- Can't recall events after hit or fall

### Symptoms Reported by Student-Athlete:

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not "feeling right" or is "feeling down"

### STUDENTS, If you think you have a concussion:

- **Tell your coaches & parents** – Never ignore a bump or blow to the head, even if you feel fine. Also, tell your coach if you think one of your teammates might have a concussion.
- **Get a medical check-up** – A physician or other licensed health care provider can tell you if you have a concussion, and when it is OK to return to play.
- **Give yourself time to heal** – If you have a concussion, your brain needs time to heal. While your brain is healing, you are much more likely to have another concussion. It is important to rest and not return to play until you get the OK from your health care professional.

### PARENTS/GUARDIANS, You can help your child prevent a concussion:

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.
- Ensure that they follow their coaches' rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.

For more information visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion)

**IMPORTANT:** Students (grades 7-12) participating in interscholastic athletics, cheerleading and dance; and their parents/guardians; must annually sign the acknowledgement below and return it to their school. Students cannot practice or compete in those activities until this form is signed and returned.

We have received the information provided on the concussion fact sheet titled, "HEADS UP: Concussion in High School Sports."

Student's Signature

Date

Student's Printed Name

Parent/Guardian's Signature

Date

Parent/Guardian's Printed Name

# IOWA ATHLETIC PRE-PARTICIPATION PHYSICAL EXAMINATION

## ARTICLE VII 36.14(1) PHYSICAL EXAMINATION.

Every year each student (grades 7-12) shall present to the student's superintendent a certificate signed by a licensed physician and surgeon, osteopathic physician and surgeon, osteopath, advanced registered nurse practitioner (ARNP), physician's assistant or qualified doctor of chiropractic, to the effect that the student has been examined and may safely engage in athletic competition. This certificate of physical examination is valid for the purposes of this rule for one (1) calendar year. A grace period, not to exceed thirty (30) days, is allowed for expired certifications of physical examination.

### QUESTIONNAIRE FOR ATHLETIC PARTICIPATION (Please type or neatly print this information)

Student's Name \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_

Home Address (Street, City, Zip) \_\_\_\_\_ School District \_\_\_\_\_

Parent's/Guardian's Name \_\_\_\_\_ Date \_\_\_\_\_ Phone # \_\_\_\_\_

Family Physician \_\_\_\_\_ Phone # \_\_\_\_\_

**HEALTH HISTORY** (The following questions should be completed by the student-athlete with the assistance of a parent or guardian. A parent or guardian is required to sign on the other side of this form after the examination.)

Yes	No	Does this student have / ever had?	Yes	No	Does this student have / ever had?
1. _____	_____	Allergies to medication, pollen, stinging insects, food, etc.?	20. _____	_____	Head injury, concussion, unconsciousness?
2. _____	_____	Any illness lasting more than one (1) week?	21. _____	_____	Headache, memory loss, or confusion with contact?
3. _____	_____	Asthma or difficulty breathing during exercise?	22. _____	_____	Numbness, tingling or weakness in arms or legs with contact?
4. _____	_____	Chronic or recurrent illness or injury?	*****		
5. _____	_____	Diabetes?	23. _____	_____	Severe muscle cramps or illness when exercising in the heat?
6. _____	_____	Epilepsy or other seizures?	*****		
7. _____	_____	Eyeglasses or contacts?	24. _____	_____	Fracture, stress fracture or dislocated joint(s)?
8. _____	_____	Herpes or MRSA?	25. _____	_____	Injuries requiring medical treatment?
9. _____	_____	Hospitalizations (Overnight or longer)?	26. _____	_____	Knee injury or surgery?
10. _____	_____	Marfan Syndrome?	27. _____	_____	Neck injury?
11. _____	_____	Missing organ (eye, kidney, testicle)?	28. _____	_____	Orthotics, braces, protective equipment?
12. _____	_____	Mononucleosis or Rheumatic fever?	29. _____	_____	Other serious joint injury?
13. _____	_____	Seizures or frequent headaches?	30. _____	_____	Painful bulge or hernia in the groin area?
14. _____	_____	Surgery?	31. _____	_____	X-rays, MRI, CT scan, physical therapy?
*****			*****		
15. _____	_____	Chest pressure, pain, or tightness with exercise?	32. _____	_____	Has a doctor ever denied or restricted your participation in sports for any reason?
16. _____	_____	Excessive shortness of breath with exercise?	33. _____	_____	Do you have any concerns you would like to discuss with your health care provider?
17. _____	_____	Headaches, dizziness or fainting during, or after, exercise?			
18. _____	_____	Heart problems (Racing, skipped beats, murmur, infection, etc.?)			
19. _____	_____	High blood pressure or high cholesterol?			

### Yes No Family History:

34. _____	_____	Does anyone in your family have Marfan syndrome?
35. _____	_____	Has anyone in your family died of heart problems or any unexpected/unexplained reason before the age of 50?
36. _____	_____	Does anyone in your family have a heart problem, pacemaker or implanted defibrillator?
37. _____	_____	Has anyone in your family had unexplained fainting, seizures, or near drowning?
38. _____	_____	Does anyone in your family have asthma?
39. _____	_____	Do you or someone in your family have sickle cell trait or disease?

Use this space to explain any "YES" answers from above (questions #1-38) or to provide any additional information:

40. Are you allergic to any prescription or over-the-counter medications? If yes, list: \_\_\_\_\_

41. List all medications you are presently taking (including asthma inhalers & EpiPens) and the condition the medication is for: \_\_\_\_\_

A. \_\_\_\_\_ B. \_\_\_\_\_ C. \_\_\_\_\_

42. Year of last known vaccination: Tdap (Tetanus): \_\_\_\_\_ Meningitis: \_\_\_\_\_ Influenza: \_\_\_\_\_

43. What is the most and least you have weighed in the past year? Most \_\_\_\_\_ Least \_\_\_\_\_

44. Are you happy with your current weight? Yes \_\_\_\_\_ No \_\_\_\_\_ If no, how many pounds would you like to lose or gain? Lose \_\_\_\_\_ Gain \_\_\_\_\_

### FOR FEMALES ONLY:

1. How old were you when you had your first menstrual period? \_\_\_\_\_

2. How many periods have you had in the last 12 months? \_\_\_\_\_



**PHYSICAL EXAMINATION RECORD** (To be completed by a licensed medical professional as designated in Article VII 36.14(1). This evaluation is only to determine readiness for sports participation. It should NOT be used as a substitute for regular health maintenance examinations.

Athlete's Name \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Pulse \_\_\_\_\_ Blood Pressure \_\_\_\_\_ / \_\_\_\_\_ (Repeat, if abnormal \_\_\_\_\_ / \_\_\_\_\_) Vision R 20/ \_\_\_\_\_ L 20/ \_\_\_\_\_

	<b>NORMAL</b>	<b>ABNORMAL FINDINGS</b>	<b>INITIALS</b>
1. Appearance (esp. Marfan's )			
2. Eyes/Ears/Nose/Throat			
3. Pupil Size (Equal/Unequal)			
4. Mouth & Teeth			
5. Neck			
6. Lymph Nodes			
7. Heart (Standing & Lying)			
8. Pulses (esp. femoral)			
9. Chest & Lungs			
10. Abdomen			
11. Skin			
12. Genitals - Hernia			
13. Musculoskeletal - ROM, strength, etc. (See questions 24-31)			
14. Neurological			

Comments regarding abnormal findings: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### **LICENSED MEDICAL PROFESSIONAL'S ATHLETIC PARTICIPATION RECOMMENDATIONS**

FULL & UNLIMITED PARTICIPATION

LIMITED PARTICIPATION - May NOT participate in the following (checked):

\_\_\_\_\_ Baseball \_\_\_\_\_ Basketball \_\_\_\_\_ Bowling \_\_\_\_\_ Cross Country \_\_\_\_\_ Football \_\_\_\_\_ Golf \_\_\_\_\_ Soccer  
 \_\_\_\_\_ Softball \_\_\_\_\_ Swimming \_\_\_\_\_ Tennis \_\_\_\_\_ Track \_\_\_\_\_ Volleyball \_\_\_\_\_ Wrestling

CLEARANCE PENDING DOCUMENTED FOLLOW UP OF

NOT CLEARED FOR ATHLETIC PARTICIPATION DUE TO

Licensed Medical Professional's Name (Printed) \_\_\_\_\_

Date of PPE \_\_\_\_\_

Licensed Medical Professional's Signature \_\_\_\_\_

Phone \_\_\_\_\_

### **PARENT'S OR GUARDIAN'S PERMISSION AND RELEASE**

I hereby verify the accuracy of the information on the opposite side of this form and give my consent for the above named student to engage in approved athletic activities as a representative of his/her school, except those activities indicated above by the licensed professional. I also give my permission for the team's physician, certified athletic trainer, or other qualified personnel to give first aid treatment to my son or daughter at an athletic event in case of injury/illness and to share necessary information about the injury/illness with appropriate school personnel.

Name of Parent or Guardian (Printed) \_\_\_\_\_

Signature of Parent or Guardian \_\_\_\_\_

Address (Street/PO Box, City, State, Zip) \_\_\_\_\_

Phone Number \_\_\_\_\_

This form has been developed with the assistance of the Committee on Sports Medicine of the Iowa Medical Society and has been approved for use by the Iowa Department of Education, Iowa High School Athletic Association, and Iowa Girls High School Athletic Union. Schools are encouraged NOT to change this form from its published format. Additional school forms can be attached to this form.

06/14

# TREYNOR COMMUNITY SCHOOL

102 East Main Street PO Box 369

Treynor, Iowa 51575-0369

PHONE 712-487-3414

FAX 712-487-3332

Mark Hopkins, Supt. Gary McNeal, HS Prin. Jenny Berens, MS Prin. Jill Kay, Elem. Prin.

## REQUIRED FOR ALL STUDENTS

Dear Parents/Guardians:

Treynor Community School district does not provide any type of health or accident insurance for injuries incurred by your child at school or during any school sport or activity.

Please sign the bottom of this letter and return to any school office indicating your understanding that it is the responsibility of the parent/guardian to provide adequate insurance protection.

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### INSURANCE WAIVER

Student Name \_\_\_\_\_

Grade \_\_\_\_\_

I/We, the undersigned, understand that Treynor Community School does not provide any type of health or accident insurance for our child while attending school and/or participating in sports or activities.

\_\_\_\_\_  
Signature of Parent/Guardian

Date \_\_\_\_\_

NOTE: Signing this form digitally via the JMC Parent Registration portal constitutes your agreement to this document.