



## 2016-17 Havelock Athletics Participation Forms Pack

**ALL PAGES MUST BE IN TACT, ALL SIGNATURES COMPLETE, ELSE PACK WILL NOT BE ACCEPTED.**

My signature below indicates that I give my permission for my child to participate in Havelock High School Athletics as a member of the circled activity in the given sport season.

### SPRING

Baseball

Lacrosse

Tennis

Golf

Soccer

Track

Softball

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Coach Signature

\_\_\_\_\_  
Date

## Gfeller-Waller NCHSAA Student-Athlete & Parent/Legal Custodian Concussion Information Sheet

**What is a concussion?** A concussion is an injury to the brain caused by a direct or indirect blow to the head. It results in your brain not working as it should. It may or may not cause you to black out or pass out. It can happen to you from a fall, a hit to the head, or a hit to the body that causes your head and your brain to move quickly back and forth.

**How do I know if I have a concussion?** There are many signs and symptoms that you may have following a concussion. A concussion can affect your thinking, the way your body feels, your mood, or your sleep. Here is what to look for:

Thinking/Remembering	Physical	Emotional/Mood	Sleep
Difficulty thinking clearly	Headache	Irritability-things bother you more easily	Sleeping more than usual
Taking longer to figure things out	Fuzzy or blurry vision	Sadness	Sleeping less than usual
Difficulty concentrating	Feeling sick to your stomach/queasy	Being more moody	Trouble falling asleep
Difficulty remembering new information	Vomiting/throwing up	Feeling nervous or worried	Feeling tired
	Dizziness	Crying more	
	Balance problems		
	Sensitivity to noise or light		

*Table is adapted from the Centers for Disease Control and Prevention (<http://www.cdc.gov/concussion/>)*

**What should I do if I think I have a concussion?** If you are having any of the signs or symptoms listed above, you should tell your parents, coach, athletic trainer or school nurse so they can get you the help you need. If a parent notices these symptoms, they should inform the school nurse or athletic trainer.

**When should I be particularly concerned?** If you have a headache that gets worse over time, you are unable to control your body, you throw up repeatedly or feel more and more sick to your stomach, or your words are coming out funny/slurred, you should let an adult like your parent or coach or teacher know right away, so they can get you the help you need before things get any worse.

**What are some of the problems that may affect me after a concussion?** You may have trouble in some of your classes at school or even with activities at home. If you continue to play or return to play too early with a concussion, you may have long term trouble remembering things or paying attention, headaches may last a long time, or personality changes can occur. Once you have a concussion, you are more likely to have another concussion.

**How do I know when it's ok to return to physical activity and my sport after a concussion?** After telling your coach, your parents, and any medical personnel around that you think you have a concussion, you will probably be seen by a doctor trained in helping people with concussions. Your school and your parents can help you decide who is best to treat you and help to make the decision on when you should return to activity/play or practice. Your school will have a policy in place for how to treat concussions. You should not return to play or practice on the same day as your suspected concussion.

*This information is provided to you by the UNC Matthew Gfeller Sport-Related TBI Research Center, North Carolina Medical Society, North Carolina Athletic Trainers' Association, Brain Injury Association of North Carolina, North Carolina Neuropsychological Society, and North Carolina High School Athletic Association.*

Last Updated May 2016

## Gfeller-Waller NCHSAA Student-Athlete & Parent/Legal Custodian Concussion Statement Form

Instructions: The student athlete and his/her parent or legal custodian, must initial beside each statement acknowledging that they have read and understand the corresponding statement. The student-athlete should initial in the left column and the parent or legal custodian should initial in the right column. Some statements are applicable only to the student-athlete and should only be initialed by the student-athlete. This form must be completed for each student-athlete, even if there are multiple student-athletes in the household.

Student-Athlete Name: (please print) \_\_\_\_\_

Parent/Legal Custodian Name(s): (please print) \_\_\_\_\_

Student-Athlete Initials		Parent/Legal Custodian(s) Initials
	A concussion is a brain injury, which should be reported to my parent(s) or legal custodian(s), my or my child's coach(es), or a medical professional if one is available.	
	A concussion cannot be "seen." Some signs and symptoms might be present immediately; however, other symptoms can appear hours or days after an injury.	
	I will tell my parents, my coach and/or a medical professional about my injuries and illnesses.	Not Applicable
	If I think a teammate has a concussion, I should tell my coach(es), parent(s)/ legal custodian(s) or medical professional about the concussion.	Not Applicable
	I, or my child, will not return to play in a game or practice if a hit to my, or my child's, head or body causes any concussion-related symptoms.	
	I, or my child, will need written permission from a medical professional trained in concussion management to return to play or practice after a concussion.	
	Based on the latest data, most concussions take days or weeks to get better. A concussion may not go away, right away. I realize that resolution from a concussion is a process that may require more than one medical visit.	
	I realize that ER/Urgent Care physicians will not provide clearance to return to play or practice, if seen immediately or shortly after the injury.	
	After a concussion, the brain needs time to heal. I understand that I or my child is much more likely to have another concussion or more serious brain injury if return to play or practice occurs before concussion symptoms go away.	
	Sometimes, repeat concussions can cause serious and long-lasting problems.	
	I have read the concussion symptoms listed on the Student-Athlete/ Parent Legal Custodian Concussion Information Sheet. <sup>TM</sup>	
	I have asked an adult and/or medical professional to explain any information contained in the Student-Athlete & Parent Concussion Statement Form or Information Sheet that I do not understand.	

**By signing below, we agree that we have read and understand the information contained in the Student-Athlete & Parent/Legal Custodian Concussion Statement Form, and have initialed appropriately beside each statement.**

\_\_\_\_\_  
Signature of Student-Athlete

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Legal Custodian

\_\_\_\_\_  
Date



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### Athletic Travel Notification

(This form must be completed for each school year)

All students who are involved in athletics shall travel with the team to and from all off campus competitions and practices via Craven County Schools activity buses, school buses or approved charter buses. Practices may be held off site without prior notice when facilities are not available at the student's school. The only exception to the requirement to travel with the team is when both the coach and parent/guardian agree that it is necessary for the student to ride with the parent/guardian to and/or from the event. Students shall not ride with any other person other than their parent/guardian.

I understand that my child, \_\_\_\_\_ will ride a Craven County Schools activity bus, school bus or approved charter bus to and from all athletic events and possibly practices as deemed necessary by the coach.

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

**CRAVEN COUNTY SCHOOLS  
ATHLETIC CODE OF CONDUCT**

Participation in any extracurricular activity is an important part of the high school or middle school educational experience. Primary goals of these activities are to teach students character and self discipline skills which will enable them to develop to their highest potential academically, as well as athletically. Student athletes, who serve as role models for younger students, are held to a higher standard for their actions. Each student, parent, and coach shall understand the obligations of being part of the athletic program, the established consequences of violating the Code of Conduct, and that participation is a privilege and not a right.

**Commitment Agreement**

Each student, parent, and coach participating in an extracurricular activity shall sign the Craven County Athletic Code of Conduct. Any student athlete charged with a criminal offense, other than minor traffic violations, must make the coach or athletic director aware of the charge prior to the next practice or contest but no later than 48 hours after the charge. Any criminal offense within the previous twelve (12) months must be reported to the coach prior to the beginning of tryouts for any sport.

**Consequences for violating the Code of Conduct will be as follows:**

These consequences will be in addition to any consequences imposed by the school.

Any student charged with a crime classified as a felony under North Carolina or Federal law shall be suspended from participation until such charges are adjudicated. Once charges are adjudicated, if the student is not convicted of the charges, the principal will review the evidence regarding the incident, the student's discipline record, grades, and conduct to determine if the student will be eligible to participate.

Any student convicted of a crime classified as a felony under North Carolina or Federal law or is an adjudicated delinquent for an offense that would be a felony if committed by an adult is not eligible to participate in the North Carolina High School Athletic

Association Sports Program. Such ineligibility shall be immediate and shall prohibit participation in the NCHSAA sports program from the date of conviction or adjudication through the end of the student's high school career. Appellate or other post-conviction review of the conviction or adjudication of delinquency does not affect the student's immediate ineligibility.

If any student is charged or convicted of a lesser crime, the Principal, in consultation with the Athletic Director and Superintendent or designee will review the evidence regarding the incident, the student's discipline record, grades, and conduct to determine if the student will be eligible to participate. Failure to alert the coach or athletic director of the charge shall result in immediate ineligibility for athletic participation for 365 days from the date of the charge.

#### IN-SCHOOL AND OUT-OF SCHOOL SUSPENSION

1. If a participating student is assigned to in-school suspension, he/she will not be allowed to practice or participate in a game/activity on the day of suspension. Suspension will be carried out regardless of the game/activity days or events.
2. If a student is given out-of-school suspension for any reason, he/she will be subject to the following additional consequences:
  - a. **FIRST OFFENSE:** A student athlete will not be allowed to practice or play during the suspension period. If there is not a game during the suspension period, the student will not be permitted to play in the next game following the suspension period.
  - b. **SECOND OFFENSE:** The student will be removed from athletics for the remainder of that season.
  - c. **REPEATED OFFENSES:** If a student continues to be suspended from school for consistent disciplinary infractions, the principal may remove that student from athletics for the remainder of that student's school career.

Reference North Carolina High School Athletic Association Handbook

Adopted by Craven County Schools September 18, 2008, Reviewed October 15, 2009.  
Reviewed July 19, 2011. Revised May 21, 2015.

Attachment

### **CRAVEN COUNTY SCHOOLS ATHLETIC CODE OF CONDUCT**

Interscholastic athletic competition should demonstrate a high standard of ethics and sportsmanship and promote the development of good character. Excellent sportsmanship is achieved when participants are committed to pursuing victory according to the following traits: Academic Excellence, Trustworthiness, Respect, Responsibility, Caring, Fairness, Citizenship, Perseverance, Courage, and Self-Discipline.

1. Academic Excellence – achieving academic success in all classes
2. Trustworthiness – having the inner strength to be fair and courteous during athletic events.
3. Respect – showing high regard for coaches, officials, opponents, fans, administrators, self, team, and the school you are representing.
4. Responsibility – showing reliability and consistency in words and conduct, and being accountable for your actions.
5. Caring – being considerate, courteous, generous in spirit to the opposing team.
6. Fairness – treating others as you like to be treated. Recognizing the uniqueness and value of each individual.
7. Citizenship – setting priorities in accordance with team, county, state and national rules and demonstrating law-abiding behavior and volunteerism.
8. Perseverance – being persistent in pursuit of worthy objectives in spite of opposition.
9. Courage – having the determination to do the right thing even when others don't.
10. Self-discipline – refraining from inappropriate behaviors and maintaining self-control at all times.

### **Coach's Pledge**

As a coach, I acknowledge that I am a role model. I know that the principles of good sportsmanship are integrity, fairness, and respect. While teaching the skills of the game, I must also teach student athletes how to win and lose graciously, that sports are meant to be educational and fun, and that academic success is essential. I know the behavior expectations of me by this school and school system. I hereby accept my responsibility to be a model of ethical behavior, integrity, and good citizenship.

I agree to follow and abide by Craven County School's policy and regulation regarding the Athletic Code of Conduct. I have been provided with and read a fact sheet regarding concussions according to the Gfeller-Waller Concussion Awareness Act G.S. 115C-12(23).

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Coach Signature

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Date

### **Student Athlete's Pledge**

As a student athlete, I know I am a role model. I understand the spirit of fair play while playing hard. I will refrain from engaging in all types of disrespectful behavior, including inappropriate language, taunting, trash talking, and unnecessary physical contact. I know the behavior expectations of my school and school system. I hereby accept the responsibility and privilege of representing this school and community as a student athlete which includes being academically successful in all areas.

I have read and understand Craven County School's policy and regulation for the Athletic Code of Conduct including the requirement that I make appropriate school personnel aware of any previous criminal charges within the last twelve (12) months and any new criminal charges prior to the next practice or contest but no later than 48 hours after the charge. I have been provided with and read a fact sheet regarding concussions according to the Gfeller-Waller Concussion Awareness Act G.S. 115C-12(23).

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Student Athlete Signature

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Date

### **Parent's Pledge**

As a parent, I acknowledge that I am a role model. I will remember that school athletics is an extension of the classroom requiring that students achieve both academic and athletic success. I must show respect for all players, coaches, spectators, and support groups. I will only participate in cheers that support, encourage, and uplift the teams involved. I understand the spirit of fair play and the good sportsmanship expected by our school and school system. I hereby accept my responsibility to be a model of good sportsmanship that comes with being the parent of a student athlete. I have read, understand, and agree to abide by the guidelines entitled **Parent Coach Communication**.

I have read and understand Craven County School's policy and regulation for the Athletic Code of Conduct including the requirement that I make appropriate school personnel aware of any previous criminal charges within the last twelve (12) months and any new criminal charges prior to the next practice or contest but no later than 48 hours after the charge. I have been provided with and read a fact sheet regarding concussions according to the Gfeller-Waller Concussion Awareness Act G.S. 115C-12(23).

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Parent(s) Signature

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Date



## Craven County Schools Parent/Coach Communication

### Parent-Coach Relationship

Parenting and coaching are both extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide a greater benefit to children. As parents, when your child is involved in our program, you have the right to understand what expectations are placed on him/her. This begins with clear communication from the coach of the sports.

### Appropriate Communication Between Parents and Coaches

1. Concerns expressed directly to the coach.
2. Notification of any schedule conflicts in advance.
3. Notification of illness or injury as soon as possible.

As your child becomes involved in athletic programs at middle and/or high school, he/she will experience some of the most rewarding moments of his/her life. It is important to understand that there also may be times when things do not go the way you and your child wish. At these times, discussion with the coach is encouraged. It is the first and most integral step to understanding and resolution.

### Appropriate Concerns to Discuss With Coaches

1. The treatment of your child.
2. Ways to help your child improve.
3. Concerns about your child's behavior.

It is very difficult to accept your child's not playing as much as you had hoped. Coaches are professionals. They make decisions based on what they believe to be best for all student-athletes involved. As you have seen from the list above, certain things can be and should be discussed with your child's coach. The three items listed below should be left to the discretion of the coach.

1. Playing time, positioning, and event entry.
2. Team strategies, game tactics, play calling.
3. Any discussion about other student-athletes.

## **Conferences**

There are situations that may require a conference between the coach and player or coach and parent. These conferences are encouraged. It is important that all parties involved have a clear understanding of the other person's position. When a conference is necessary, the following procedures should be used to help resolve any concerns.

1. Student-Coach – open-door policy for all coaches
2. Parent-Coach – done by appointment

If you have a concern to discuss with a coach, the procedure you should follow is:

1. Call the coach to schedule an appointment.
2. If the coach cannot be reached, call the school athletic director; he/she will set a meeting time for you.
3. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature usually do not promote positive resolutions.

## **The Next Step**

What can a parent do if the meeting with the coach did not provide a satisfactory resolution?

1. Call and schedule an appointment with the school athletic director to discuss the situation.
2. At this meeting the appropriate next step can be determined, if necessary.

## **Transportation**

All student athletes who travel with a team to an away athletic event must return to the school with the team.

The only exception to this policy is when both the coach and parent/guardian agree that it is beneficial for the student athlete to ride home with the parent/guardian. Student athletes are not to ride home from athletic events with any other person.

**2016-2017 North Carolina High School Athletic Association Eligibility and Authorization Statement**

This document is to be signed by the participant of an NCHSAA member school and by the participant's parent.

I have read, understand and acknowledge receipt of the eligibility rules of the North Carolina High School Athletic Association. I understand that a copy of the *NCHSAA Handbook* is on file with the principal and athletic administrator and that I may review it, in its entirety, if I so choose. All NCHSAA bylaws and regulations from the *Handbook* are also posted on the NCHSAA web site at [www.nchsaa.org](http://www.nchsaa.org)

I understand that an NCHSAA member school must **adhere to all rules and regulations** that pertain to the interscholastic athletics programs that the school sponsors, but that local rules may be more stringent than NCHSAA rules.

I understand that participation in interscholastic athletics is a **privilege not a right**.

**Student Code of Responsibility**

As a student athlete, I **understand and accept** the following responsibilities:

I will **respect the rights and beliefs** of others and will treat others with courtesy and consideration.

I will be **fully responsible** for my own actions and the consequences of my actions.

I will **respect the property** of others.

I will **respect and obey the rules** of my school and laws of my community, state and country.

I will **show respect to those who are responsible for enforcing the rules** of my school and the laws of my community, state and country.

I **understand that a student whose character or conduct violates** the school's Athletic Code or School Code of Responsibility could be deemed ineligible for a period of time as determined by the principal or school system Administration

I **understand that if I drop a class**, take course work through Post Secondary Enrollment Option, or other educational options, this action could affect compliance with NCHSAA academic standards and my eligibility.

**Informed Consent** – By its nature, participation in interscholastic athletics includes risk of injury and transmission of infectious disease such as HIV and Hepatitis B. Although serious injuries are not common and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants have a responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily. **PARENTS, LEGAL CUSTODIAN'S OR STUDENTS WHO MAY NOT WISH TO ACCEPT RISK DESCRIBED IN THIS WARNING SHOULD NOT SIGN THIS FORM. STUDENTS MAY NOT PARTICIPATE IN AN NCHSAA-SPONSORED SPORT WITHOUT THE STUDENT'S AND PARENT'S/GUARDIAN'S SIGNATURE.**

I understand that in the case of **injury or illness requiring treatment by medical personnel and transportation to a health care facility**, that a reasonable attempt will be made to contact the parent/legal custodian in the case of the student-athlete being a minor, but that, if necessary, the student-athlete will be treated and transported via ambulance to the nearest hospital.

I **consent to medical treatment** for the student following an injury or illness suffered during practice and/or a contest.

I **understand all concussions are potentially serious** and may result in complications including prolonged brain damage and death if not recognized and managed properly. Further I understand that if my student is removed from a practice or competition due to a suspected concussion, he or she will be unable to return to participation that day. After that day, written authorization from a physician (M.D. or D.O.) or an athletic trainer working under the supervision of a physician will be required in order for the student to return to participation.

I **have received, read and signed the Gfeller-Waller Concussion Information Sheet**.

I **consent to the NCHSAA use of the herein named student's name**, likeness, and athletic-related information in reports of contests, promotional literature of the Association and other materials and releases related to interscholastic athletics.

**By signing this document, we acknowledge that we have read the above information and that we consent to the herein named student's participation.**

**Must Be Signed Before Participation**

Student's Signature	Birth date	Grade in School	Date
Signature of Parent or Legal Custodian			Date

**Protect Your Eligibility; Know the Rules; To represent your school in athletics, YOU:**

- **Must** be a properly enrolled student at the time you participate, must be enrolled no later than the 15<sup>th</sup> day of the present semester, and be in regular attendance at that school.
- **Must not** be convicted of a felony in this or any other state, or adjudicated as a delinquent for an offense that would be a felony if committed by an adult in this or any other state.
- **Must not** have exceeded maximum allowable absences per Local Education Authority for last semester.
- **Must not** have exceeded eight (8) consecutive semesters of attendance or have participated in more than four (4) seasons in any sport (one season per year) since first entering grade nine (9).
- **Must** be less than 19 years of age on or before August 31.
- **Must** live with a parent or legal custodian within the Craven County School System administrative unit.
- **Must** be present 100% of the student day on the day of an athletic contest in order to participate in the event, unless an emergency or medical situation is approved by the principal and athletic director. This includes games and practices.
- **Must** meet promotion requirements at their school to be eligible for fall semester.
- **Must** have passed a minimum of three (3) courses during the previous semester in a block schedule. Office assistant, teacher assistant, or laboratory assistant may not be used toward academic eligibility.
- **Must** have received a medical examination by a licensed physician within the past 365 days; if you miss five (5) or more days of practice due to illness or injury, you must receive a medical release form from a licensed physician before practicing or playing.
- **Must not** accept prizes, merchandise, money, or anything that can be exchanged for money as a result of athletic participation. This includes being on a free list or loan list for equipment, etc.
- **Must not** have a signed professional contract, have played on a junior college team or be enrolled and attending a class in college. This does not affect a regularly enrolled high school student who is taking a college course(s) for advanced credit.
- **Must not** participate in unsanctioned all-star or bowl games.
- **May not**, as an individual or a team, practice or play during the school day.
- **May not** play, practice, or assemble as a team with your coach on Sunday.
- **May not** dress for a contest, sit on the bench, or practice if you are not eligible to participate.
- **Must not** play more than three (3) games in one sport per week (exceptions: Baseball, Softball, Cheerleading, & Volleyball); and not more than one (1) contest per day in the same sport (exceptions: Baseball, Softball, Cheerleading, & Volleyball).

**Hazing:** Hazing is prohibited. No group or individual shall require a student to wear abnormal dress, play abusive or ridiculous trick on him/her, frighten, scold, beat, harass, or subject him/her to personal indignity.

**Code of Sportsmanship:** It is recognized that public school interscholastic athletic events should be conducted in such a manner that good sportsmanship prevails at all times. Every effort should be made to promote a climate of wholesome competition. Unsportsmanlike acts will not be tolerated. A player is under the coach's control from the time he/she arrives at the athletic field until he/she leaves the field. The penalties listed in the North Carolina High School Athletic Association Handbook will be adhered to for any athlete ejected from an athletic contest.

**NCHSAA Sportsmanship / Ejection Pledge:** We acknowledge that we, both the student and parent, whose names appear below, have read and understand the NCHSAA Ejection Policy. We understand that the following types of behavior will result in an ejection from an athletic contest; fighting, taunting, baiting, profanity directed toward an official, coach or opponent, obscene gesture, disrespectfully addressing an official.

1<sup>st</sup> Ejection: 2 game suspension in all sport except 1 games for football

2<sup>nd</sup> Ejection: Suspended for remainder of sport season

3<sup>rd</sup> Ejection: Suspended from ALL athletic competition for 365 days from date of 3<sup>rd</sup> ejection

**Student Athlete Pledge:** As a student athlete, I am a role model. I understand the spirit of fair play while playing hard. I will refrain from engaging in all types of disrespectful behavior, including inappropriate language, taunting, trash talking, and unnecessary physical contact. I know the behavior expectations of my school, my conference, and the NCHSAA and hereby accept the responsibility and privilege of representing this school and community as a student athlete.

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

**Student Name (Print):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Name (Print):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_