

# HARRISON SCHOOL HANDBOOK FOR ATHLETICS

## 2022-2023

### **Introduction**

This handbook is prepared as a guideline for the 2022-2023 Athletic seasons at Harrison School. Harrison School will be implementing and following COVID-19 guidelines and protocols for athletics as they're communicated to schools. This handbook is designed to provide a source for the policies and rules of the athletic department and serve as a method of gaining conformity among the sports in those areas. We have attempted to include all areas, situations, and circumstances that normally occur in the daily performance of athletics; however, we realize that all possible situations cannot be planned in advance. We will establish procedures for particular situations not covered by this handbook as they occur. Rules for athletes unique to individual sports are not included and are the responsibility of the coach(es) of the sport.

### **Harrison School Mission for Athletics**

The Mission of the Harrison School athletic department is to create, foster, and build an environment that will provide the student/athlete with the opportunity to identify and develop his/her potential through interscholastic athletics.

We would like to make it known to both parents/guardians and students alike that there is a risk of injury, paralysis, and even death in virtually every activity. The benefits and joys of physical activity are tremendous. By following the rules and regulations of the activity and/or the school, students themselves will greatly aid in the prevention of injury.

Participation in extra-curricular activities is a **PRIVILEGE** that provides opportunities, recognition, and responsibilities. This code pertains to all extra-curricular participants in athletics, and school rules also apply to students who participate in extracurricular activities.

### **Requirements for Student-Athlete Participation**

1. Enrolled in 5<sup>th</sup> – 8<sup>th</sup> grade
2. Current Physical - Good for one calendar year
3. Proof student is covered through medical insurance policy
4. Sports fee - \$50.00 per sport
  - a. Free lunch recipient's fees will be waived.
  - b. Reduced recipients may contact Mrs. Brown for information on assistance with fees.
5. Code of Conduct and Concussion Acknowledgement/Consent Form signed by student-athlete and parent - active for one calendar year

**\*\*IF ITEMS ABOVE ARE NOT TURNED IN PRIOR TO FIRST GAME ATHLETE WILL NOT BE ALLOWED TO PARTICIPATE\*\***

### **Try-outs and Cut Policy**

If necessary, team selection will be based on the sponsor(s) assessments of student skills, knowledge of the activity, desire and commitment. In addition, sponsors will consider attitude, sportsmanship, leadership and respect to one another.

## **Sports Offered and Tentative Start Dates**

### **Fall (August – October)**

Girls' Volleyball  
Co-ed Cross Country  
Co-ed Soccer

### **Early Winter (October – December)**

Boys' Basketball  
Cheerleading

### **Late Winter (January – March)**

Girls' Basketball  
Boys' Volleyball

### **Spring (March – May)**

Co-ed Track & Field

## **Practices**

Athletic practices will take place at Harrison School at the conclusion of the school day, unless otherwise communicated in advance by the coach. Coaches will make sure each player has a practice and game schedule at the start of each season that indicates location and time for each practice and game. Practices usually last two hours and pick up will be in the east parking lot. Please do not use the bus lane as the pick up area.

## **Late Pick Up Policy**

Late pick up is defined as 10 minutes or more past the set end of practice time.

- First offense: The coach will remind the parent of practice times and late policy.  
Second offense: The coach will contact the parent via phone or email to set a second reminder.  
Third offense: The Athletic Director will contact the parent and possibly reduce playing time for athlete.  
Fourth offense: The athlete may be removed from the team.

If an issue arises that may prevent a timely pick up, please contact the school prior to 4:00 pm. You may call (815) 653-2311.

## **Unexcused Absences from Practices**

If a player has an unexcused absence from a practice, he/she will not be allowed to participate in the next game. This includes, but is not limited to detentions, not telling a coach personally he/she will miss a practice, or being in school and not showing up at practice. If a player has three (3) unexcused absences, he/she may be removed from the team.

## **Excused Absences**

Excused absences could include things such as family emergencies, family vacations or a player being sick. Coaches need to be notified if a player is not coming to practice by the parent or player. Sending word with someone other than these people is not acceptable and will be considered unexcused. If the absence is extensive, there may be a reduction in playing time due to the nature of competitive team sports.

## **Travel for Games**

Students will be transported to and from away meets unless otherwise noted by the coach(es). The bus will

depart from and return to Harrison School. All students must ride the bus to the away game in order to be eligible to play except during track season when meets are held at McCracken Field in McHenry. Students will be dropped off at Harrison School after an away game and may be picked up at the school. Parents are required to provide their student athlete a ride home after **home** meets.

Athletes may go home after an **away** athletic contest with their parents. Additionally, rides with other parents are allowed with parent permission by signing the Student/Parent Interscholastic Athletic Handbook form. If an emergency situation exists that requires alternative transportation, please contact the coach or school by phone at 815-653-2311 as early as possible.

### **Game Times**

*4:15 P.M. for conference games/meets, and 8:00 A.M. for most Saturday tournaments/meets.* Some non-conference games will begin at 4:00 P.M., but this is rare. Please consult the schedule for appropriate game start times. Due to other schools experiencing transportation difficulties, game times may have to be adjusted. We will notify parents if these situations are brought to our attention.

### **Travel Expenses - Track only**

In the case when student-athletes may be eligible to compete in an athletic contest that requires an overnight stay for the event, the school will book and pay for hotel rooms for the student-athletes (placing no more than 4 students per room). Coaches will meet with parents to discuss travel and hotel options.

### **Eligibility Policy**

Athletics and Extra-Curricular Activities - A student's first responsibility is to his/her schoolwork and grades. It is believed that students who are not passing all of their classes should dedicate extra time to their academics rather than participate in extracurricular activities. It is further believed that students who display a negative attitude, poor conduct, or less than full effort should not be representing the school in extra-curricular activities. Therefore, participating in sports or extracurricular activities will be allowed only as long as grades, attitude, conduct, and effort warrant it. Any athlete that receives an In-School Suspension (ISS) or Out-of-School Suspension (OSS) at any time during the season will be dismissed from the team immediately.

Ineligibility **for participation in games** will be monitored on a weekly basis. The eligibility grade is determined by what grade a student-athlete is receiving on Sunday evenings. The ineligibility period will begin Monday and continue through Saturday. **In order to remain eligible, a student may not have more than one D and no F's.** Special circumstances may be appealed to the athletic director.

1. A student-athlete is ineligible from game play for one FULL week, which is Monday through Saturday.
2. A student-athlete may still participate in practices during his/her first week of ineligibility. If the student-athlete is ineligible for a second consecutive week, he/she will not be able to practice during that second week of being ineligible. He/She should use that time to improve his/her grades in the classes that warranted the ineligibility.
3. If the ineligibility becomes chronic (3 consecutive weeks), a student-athlete will be removed from the team to focus on academics.

### **Absences from School on the Day of Athletic Activity**

A student who is absent from school for more than ½ day (before or after 11:45 am) is ineligible for any extracurricular or athletic activity on that day. Exceptions may be made by the coach or sponsor for: (1) a pre-arranged medical absence; (2) a death in the student's family; or (3) a religious ceremony or event.

A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday athletic activities at the discretion of the coach or sponsor.

### **Parent and/or Player Complaint Procedure**

Athletics, by its very nature, demand that a coach make numerous judgment calls during the course of a season. Athletics also dictate that a coach has effective discipline so the athletes can compete in a safe, organized, and goal-oriented activity. Student athletes should feel comfortable approaching their coach(es) with any personal issues that may arise throughout the season. During the course of any season, it is possible that parents may have complaints concerning a coach's decisions regarding their son/daughter's playing time or disciplinary action that a coach may take involving their child. Therefore, the following complaint procedure will be followed so that all parties involved will be treated respectfully and equitably.

1. If a parent has a complaint, he/she will discuss the particular complaint with the coach. The parent will schedule a conference with the coach to discuss the matter. The son/daughter of the parent will be present at this meeting. **UNDER NO CIRCUMSTANCES WILL A COMPLAINT GO BEYOND THIS STEP IF THE ISSUES HAVE NOT BEEN DISCUSSED BETWEEN THE PARENT AND THE COACH.**
2. If the complaint has not been resolved in STEP 1, the parent will contact the Athletic Director and schedule a conference with the Athletic Director and the coach. **UNDER NO CIRCUMSTANCES WILL A COMPLAINT GO BEYOND THIS STEP IF THE ISSUES HAVE NOT BEEN DISCUSSED WITH THE PARENTS, COACH, AND ATHLETIC DIRECTOR.**
3. If the complaint has not been resolved in STEP #1 and STEP #2, the parent will contact the Principal and schedule a conference with the coach, the Athletic Director, and the Principal. **UNDER NO CIRCUMSTANCES WILL A COMPLAINT GO BEYOND THIS STEP IF THE ISSUES HAVE NOT BEEN DISCUSSED WITH THE PARENT, COACH, ATHLETIC DIRECTOR, AND PRINCIPAL.**

These procedures are designed to ensure that all complaints are processed fairly and equitably. The Superintendent and/or the Board of Education WILL NOT be involved in any athletic grievance until all three steps are followed.

### **Athletic/Extra-Curricular Code Drug/Alcohol Policy:**

The athletic department of Harrison School adheres to the drug/alcohol policy set forth by the Board of Education. Please refer to the Parent and Student Handbook under Board Policy 7:190 for a copy of this procedure.

**CONCUSSION Information: (taken from IESA website)**

On August 3rd, 2015, Governor Rauner signed into law SB 07 (Public Act 99-245). The legislation focuses primarily on concussion management at the middle school/junior high school and high school levels. The legislation amends the School Code and is a requirement for all schools.

A concussion is a brain injury and all brain injuries are serious. Concussions are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion, and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

**SYMPTOMS MAY INCLUDE ONE OR MORE OF THE FOLLOWING:**

- Headaches
- “Pressure in head”
- Nausea or vomiting
- Neck pain
- Balance problems or dizziness
- Blurred, double, or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish or slowed down
- Feeling foggy or groggy
- Drowsiness
- Change in sleep patterns
- Amnesia
- “Don’t feel right”
- Fatigue or low energy
- Sadness
- Nervousness or anxiety
- Irritability
- More emotional
- Confusion
- Concentration or memory problems
- Repeating the same question/comment

**SIGNS OBSERVED BY TEAMMATES, PARENTS AND COACHES:**

- Appears dazed
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or displays incoordination
- Answers questions slowly
- Slurred speech
- Shows behavior or personality changes
- Can’t recall events prior to hit
- Seizures or convulsions
- Any change in typical behavior or personality
- Loses consciousness

**What can happen if my child keeps on playing with a concussion or returns too soon?**

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete vulnerable to

greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is key to student-athlete's safety.

### **If you think your child has suffered a concussion:**

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The Return to Play Policy of the IESA and IHSA requires athletes to provide their school with written clearance from either a physician licensed to practice medicine in all its branches or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches prior to returning to play or practice following a concussion or after being removed from an interscholastic contest due to a possible head injury or concussion and not cleared to return to that same contest. In accordance with state law, all schools are required to follow this policy.

You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out. For current up to date information on concussions you can go to: <http://www.cdc.gov/ConcussionInYouthSports/>.

### **When a Concussion Occurs:**

A student removed from practice or play for suspicion of concussion may not return until all of the following have occurred:

- Evaluated by a physician who has determined the student can safely return to learn and return to play.
- Student has completed the return to play protocol.
- Parent confirms the student has completed protocol and a physician's report is provided to the school.
- Parent signs consent form for the student to return to full athletic participation.



## Graduated Return to Play Protocol

<p><b>1. NO ACTIVITY</b> (RECOVERY)</p> <p><i>Complete Physical and Cognitive Rest until Medical Clearance</i></p>	<p><b>2. LIGHT AEROBIC EXERCISE</b> (INCREASE HEART RATE)</p> <p><i>Walking, Swimming, Stationary Cycling.</i></p> <p><b>Heart Rate</b> <i>&lt;70% - 15 min</i></p>	<p><b>3. SPORT SPECIFIC EXERCISE</b> (ADD MOVEMENT)</p> <p><i>Skating Drills (Ice Hockey), Running Drills (Soccer, etc)</i></p> <p><i>NO Head Impact Activities</i></p> <p><b>Heart Rate</b> <i>&lt;80% - 45 min</i></p>	<p><b>4. NON-CONTACT TRAINING DRILLS</b> (INCREASED EXERCISE, COORDINATION &amp; ATTENTION)</p> <p><i>Progress to Complex Training Drills (e.g., Passing Drills, etc)</i></p> <p><i>May Start Resistance Training</i></p> <p><b>Heart Rate</b> <i>&lt;90% - 60 min</i></p>	<p><b>5. FULL CONTACT PRACTICE</b> (RESTORE CONFIDENCE &amp; ASSESS FUNCTIONAL SKILLS)</p> <p><i>If Symptom Free, Return to Normal Training Activities</i></p>
<p><i>Symptom Free for 24 Hours?</i></p> <p><b>Yes:</b> Begin Step 2</p> <p><b>No:</b> Continue Resting</p>	<p><i>Symptom Free for Next 24 hours?</i></p> <p><b>Yes:</b> Move to Step 3</p> <p><b>No:</b> Rest Further until Symptom Free</p>	<p><i>Symptom Free for Next 24 Hours?</i></p> <p><b>Yes:</b> Move to Step 4</p> <p><b>No:</b> Return to Step 2 until Symptom Free</p>	<p><i>Symptom Free for Next 24 Hours?</i></p> <p><b>Yes:</b> Move to Step 5</p> <p><b>No:</b> Return to Step 3 until Symptom Free</p>	<p><i>Symptom Free Next 24 Hours?</i></p> <p><b>Yes:</b> Return to Play</p> <p><b>No:</b> Return to Step 4 until Symptom Free</p>
<p>Date Attained:</p>	<p>Date Attained:</p>	<p>Date Attained:</p>	<p>Date Attained:</p>	<p>Date Attained:</p>

*Reference: Consensus Statement on Concussion in Sport: the 3<sup>rd</sup> International Conference on Concussion in Sport held in Zurich (2008), Br J of Sports Med 2009; 43: i76-i84 doi:10.1136/bjsm.2009.058248*



# Graduated Return to School Protocol



**\*\* Symptom-Free means NO lingering Headaches, Sensitivity to Light/Noise, Fogginess, Drowsiness, etc**

Reference: HeadSmart Handbook: A Healthy Transition After Concussion (2010). [www.Southshorehospital.org](http://www.Southshorehospital.org).



**HARRISON SCHOOL  
STUDENT-PARENT AGREEMENT FOR ATHLETIC PARTICIPATION**

Participation in extracurricular athletics is both a privilege and a responsibility. It is a privilege to develop your specific athletic skills with classmates in an organized setting. It is a responsibility to represent your school and community with your best sportsmanship and appearance.

The following rules are required from each athlete participating in games for Harrison School.

I will demonstrate good sportsmanship at all times.

I will not haze or bully other students.

I will be a positive representative of my school at all games.

I will show that I can accept winning or losing a game in a gracious manner.

I will not use vulgar or objectionable language in school, at practice or at any athletic event.

I will not criticize game officials at any time under any circumstances; I will not communicate with game officials except to answer a question.

I will not use or be in possession of tobacco products, alcohol or illegal drugs at any time.

I have read the above rules, as well as the Harrison School Athletic Handbook and agree to abide by the guidelines outlined by these documents. Should I not follow any rule, I realize I may be suspended from games and practices from the next scheduled event up to the remainder of the school year.

\_\_\_\_\_  
**Student Signature**

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

\_\_\_\_\_  
I give permission for my child to participate in extracurricular athletics. I have read the Interscholastic Athletic Handbook and agree to support the policies and expectations listed within. In addition, I have discussed this handbook with my child, especially the sections on sportsmanship, injuries, equipment and eligibility.

\_\_\_\_\_  
**Parent's Printed Name**

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

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

**Parent's email address:** \_\_\_\_\_

(used by the coach for communication purposes, if necessary)

\_\_\_\_\_  
**Please check any box(es) that apply to your child**

**I allow my child to ride home with another parent after any meet or practice.**

**I have read and acknowledge having received the updated concussion and injury guidelines.**

HARRISON SCHOOL DISTRICT 36  
6809 McCULLOM LAKE ROAD  
WONDER LAKE, IL 60097  
PHONE: (815) 653-2311

Parent/Guardian Consent for Participation in Interscholastic Athletics

Student Name \_\_\_\_\_  
Sport(s) Participating In All Year \_\_\_\_\_

Grade of Student (please circle): 5    6    7    8

GENERAL INFORMATION

1. We understand that our student-athlete is responsible for equipment issued to him/her and will pay the replacement cost for lost equipment.
2. We approve all immediate treatment in the event of an emergency situation with the understanding that the family will use its own doctor following emergency treatment.
3. We also understand that neither Harrison School nor any designated person will be held liable for immediate and emergency care.
4. We understand that we must have a CURRENT physical examination on file in the school health office before the student-athlete may participate in any interscholastic sport. The physical examination is valid for one (1) calendar year from the date of the examination. The physical examination is required annually for the student athlete by Illinois High School (IHSA) regulations.

We do hereby give our consent for our student-athlete to participate in interscholastic athletics representing Harrison School for the school year 2022-2023. With our signature we hereby agree and support all school athletic rules and policies set forth by Harrison School District 36 and the Mid-Northern Conference.

Parent/Guardian Signature \_\_\_\_\_ Cell Phone # \_\_\_\_\_ Home Phone # \_\_\_\_\_

Address \_\_\_\_\_

Hospital Preference \_\_\_\_\_

Insurance Provider \_\_\_\_\_

Emergency Contact \_\_\_\_\_  
Name and relationship to student athlete \_\_\_\_\_ Phone Number \_\_\_\_\_

Medical Concerns \_\_\_\_\_

Please return this form to your coach at the first practice



CONCUSSION ACKNOWLEDGEMENT AND CONSENT FORM

**Student/Parent Consent and Acknowledgements\***

By signing this form, we acknowledge we have been provided information regarding concussions in the Harrison Student Athlete Handbook and completed watching the Concussion video found at:

<http://www.ihsa.org/multimedia/articulate/concussion/presentation.html>

**To be completed by the Student:**

Student Name (Print) \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

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**To be completed by the Parent or Guardian:**

Name (Print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Relationship to Student \_\_\_\_\_

\*Each year IESA member schools are required to keep a signed Acknowledgement and Consent form and a current Pre-participation Physical Examination on file for all student athletes.

## MID-NORTHERN CONFERENCE SCHOOLS

Cambridge Lakes Charter School  
900 Wester Blvd.  
Pingree Grove, IL 60140  
[Directions](#)

Fox River Grove Middle School  
401 Orchard Street  
Fox River Grove, IL 60021  
[Directions](#)

Genoa-Kingston Middle School  
941 W. Main Street  
Genoa, IL 60135  
[Directions](#)

Harvard Jr. High  
1301 N. Garfield Street  
Harvard, IL 60033  
[Directions](#)

Kirkland-Hiawatha  
410 1<sup>st</sup> Street  
Kirkland, IL 60146  
[Directions](#)

Marengo Middle School  
816 East Grant Highway  
Marengo, IL 60152  
[Directions](#)

North Boone Middle School  
17641 Poplar Grove Road  
Poplar Grove, IL 61065  
[Directions](#)

Prairie Grove Junior High  
3225 Illinois Route 176  
Crystal Lake, IL 60014  
[Directions](#)

Riley School  
9406 Riley Road  
Marengo, IL 60152  
[Directions](#)

Westminster Christian School  
2700 Highland Ave.  
Elgin, IL 60124  
[Directions](#)

## NON-CONFERENCE SCHOOLS

Alden-Hebron Middle School  
9604 Illinois Street  
Hebron, IL 60034  
[Directions](#)

Emmons Middle School  
24226 W. Beach Grove Road  
Antioch, IL 60002  
[Directions](#)

Gavin South Middle School  
25775 IL-134  
Ingleside, IL 60041  
[Directions](#)

Johnsburg Junior High  
2220 West Church Street  
Johnsburg, IL 60051  
[Directions](#)

Montini Catholic School  
1405 North Richmond Road  
McHenry, IL 60050

Park School  
400 W. Townline Road  
Round Lake, IL 60073  
[Directions](#)

Parkland Middle School  
1802 North Ringwood Road  
McHenry, IL 60050  
[Directions](#)

Stanton Middle School  
101 Hawthorne Lane  
Fox Lake, IL 60020  
[Directions](#)

Gavin Central School (some 5<sup>th</sup> &6<sup>th</sup> Grade games when scheduled with Gavin South)  
36414 N. Ridge Ave.  
Ingleside, IL 60041  
[Directions](#)

Trinity Oaks Christian Academy  
233 Trinity Oaks Way  
Cary, IL 60013  
[Directions](#)