



# FRANCIS HOWELL CENTRAL HIGH SCHOOL

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## **SPORTS PAPERWORK REQUIREMENTS – PLEASE READ CAREFULLY**

### **ELIGIBILITY REQUIREMENTS FOR MSHSAA SPORTS/CHEER/DANCE/CHOIR/BAND:**

- PASSED 6 CLASSES AND EARNED 3 CREDITS PREVIOUS SEMESTER
- 1.5 OR HIGHER GPA PREVIOUS SEMESTER
- CURRENT SEMESTER – ENROLLED IN SIX CREDIT BEARING CLASSES
- 10<sup>TH</sup>, 11<sup>TH</sup>, 12<sup>TH</sup> GRADE - ENROLLED AT FHC FOR PREVIOUS 365 DAYS. FRESHMAN MUST BE ENROLLED IN THE FIRST 10 DAYS OF THE CURRENT SCHOOL YEAR. IF NOT, PLEASE SEE MR. HARRIS IN THE ACTIVITIES OFFICE REGARDING TRANSFER PAPERS.
- MUST NOT HAVE ANY OUTSTANDING FEES/FINES.

### **OPTIONS FOR SUBMITTING MSHSAA REQUIRED PAPERWORK:**

\*Download forms from the [https://fhc.fhdschools.org/activities/mshsaa information](https://fhc.fhdschools.org/activities/mshsaa%20information) website. Once completed, the forms can be emailed to [annette.herdt@fhdschools.org](mailto:annette.herdt@fhdschools.org), faxed to 636/851-4112 or mailed to the school (Attention: of Annette Herdt). **PLEASE DO NOT SEND PICTURES OF FORMS.** Paperwork can also be turned in at Schedule Pick-Up. The 3-page Sports Physical (if over 2 years), 3-Page Pre-Participation Annual Requirement, as well as a completed impact test (if sport specific required) must be completed, signed and turned into the activities office prior to the Monday of tryouts regardless. **DO NOT GIVE ELIGIBILITY PAPERWORK TO COACHES OR ANYONE ELSE.**

In addition, all information and paperwork may be obtained outside the Activities Office between the hours of 7:30 AM and 4:00 PM. Please use forms from these websites or directly from the school to insure you are not using outdated forms. Outdated forms will not be accepted. Do not wait until the last day to submit your paperwork for tryouts. If you wish to attend the first day of practice on time, it is imperative that all paperwork is approved. There is a possibility of a long line to verify your information the first two days of tryouts.

For continuous updates, please check the following options: <https://fhc.fhdschools.org/activities>, FHC Hotline, E-News, and/or follow Mr. Harris on Twitter @fhcad.

1. **SPORTS PHYSICAL** – MSHSAA PHYSICAL EXAMINATION FORM – MUST BE COMPLETED BY A MEDICAL PROFESSIONAL (MD/DO/ARNP/PA/Chiropractor) and is valid for a duration of two years (730 days) from date of issue (unless a physician specifically notes on the form that the physical is only valid for one year). **YOU MUST USE THE NEW 3-PAGE MSHSAA PRE-PARTICIPATION PHYSICAL EVALUATION 2 YEAR FORM.** Scouting, middle school, or other general physicals are not accepted. Forms with whited out or scratched out dates are not acceptable. It is recommended that students get their physical after June 15 or in July before their freshman and junior years. Students will be required to obtain a new physical prior to the start of a season if their current physical expires during that season. If you need to check on the expiration date of your students' physical, contact [annette.herdt@fhdschools.org](mailto:annette.herdt@fhdschools.org)
2. **MSHSAA PRE-PARTICIPATION DOCUMENTAION – ANNUAL REQUIREMENTS**  
**PAGE 1 – INTERIM MEDICAL HISTORY/HEALTH QUESTIONAIRRE** – Fill out name, date of birth, and date of your last physical exam. Answer all questions. **PAGE 2 – PARENT PERMISSION** – This page gives consent for a student to participate in high school athletics. Student **MUST** have health insurance to participate. You must include the name of the insurance company, policy number, and parent signature. If you do not have valid health insurance, it can be purchased yearly through Markel (information and instructions located at the Activities Office. **PAGE 3 – STUDENT AGREEMENT** – Must be signed by student agreeing to MSHSAA rules and regulations. Both parent and student must sign stating they received the concussion material and agree to its requirements. Please include at least one emergency contact information. **ALL THREE PAGES MUST BE COMPLETED.**

3. **APPLICATION TO PARTICIPATE/STUDENT HANDBOOK ACKNOWLEDGEMENT - NEEDED ONE TIME PER SCHOOL YEAR.** Please fill out student information on the Page 1 and student and parent must sign Page 2 acknowledging MSHSSA rules, FHSD rules, parent consent for participation and risk acknowledgement, and agreement to rules as outlined in the Activities Handbook. A full copy of the Activities Handbook can be found on the <https://fhc.fhdschools.org/activities> website or a paper copy may be obtained in the Activities Office.
4. **CONSENT FOR COGNITIVE TESTING** – For those athletes who need to take the Impact Test, a completed and signed release form is given to the Athletic Trainer the day of test. **THIS TEST IS MANDATORY FOR: Football, Cheerleading, Color Guard, Soccer, Softball, Volleyball, Basketball, Wrestling, Winter Guard, Baseball, Lacrosse and Track (pole vaulters and high jumpers.) TEST IS VALID FOR TWO YEARS** – Test is required for freshman, juniors, those who are new to FHC or the first time playing sports. **IF YOU PARTICIPATE IN A STRENUOUS ACTIVITY WITHIN THREE HOURS PRIOR TO TESTING, YOU WILL NOT BE ALLOWED TO TEST THAT DAY.**
5. **PRIVATE TRANSPORTATION AGREEMENT** – **MUST BE COMPLETED FOR EACH SPORT.** FHSD high schools will continue to transport students to “away” contests and events but will only offer return transportation if the event venue is 16 or more miles from the school. This form gives permission for students to drive/ride with someone other than a parent to/from practices and contests.
6. **PRE-ARRANGED ABSENCES FOR EXTRA-CURRICULAR PARTICIPATION** – Students must attend school the entire day of a contest and be present in all classes to participate that day and must attend school on Friday in order to participate in a contest on Saturday. Absences may be approved by the Activities Director if the absence is for engagements such as a doctor’s appointment (a note from the Doctor’s office is required), funerals, etc. Absences for practice days should also be approved through the Activities Office. Excessive absences on practice days may result in being ineligible for future competitions. Students and parents may obtain an approval form for absences in the Activities Office or the Attendance Office.

**FHSD ACTIVITY FEE** – Students participating in a sport, activity, or club in which a sponsor or coach is paid a stipend by the district, will be required to pay a yearly FHSD activity fee of \$40. Students will be assessed a one time fee per school year regardless of how many sports/activities/clubs they participate in throughout the year. The fee will be added to the student’s FHSD Web Store Fee page once their name is submitted on a roster. Notification will be mailed home once the fee is assigned and it can be paid either online or through the Activities Office. The fee will need to be paid before the sport season begins. Failure to do so could result inability to purchase a parking pass, purchase dance tickets, etc. These fees will carry over from year to year if they have not been paid. Students with outstanding fees or fines will be prevented from participating in future sports, parking passes, tickets (dance and graduation), etc. The revenue will help to prevent further reductions in the number of extra-curricular activities, or the number of contests during an activity or sport season. The FHSD fee is in addition to any fees that may be charged by the individual sport, activity or club.

IF YOU HAVE ANY QUESTION REGARDING WHICH PAPERWORK YOUR STUDENT HAS/DOES NOT HAVE, PLEASE CONTACT THE ACTIVITIES OFFICE AT 636-851-4612 OR E-MAIL [annette.herd@fhdschools.org](mailto:annette.herd@fhdschools.org)

FORMS AVAILABLE IN THE ACTIVITIES OFFICE, MAIN OFFICE AND ON-LINE AT: <https://fhc.fhdschools.org/activities>

# GENERAL INFORMATION

## **SPORTS PHYSICALS – can be obtained, other than a physician, at the following:**

LOGAN CHIROPRACTIC 6131 MID RIVERS MALL DRIVE 636-947-4770	\$20	<a href="https://fhc.fhdschools.org/">https://fhc.fhdschools.org/</a> <a href="https://fhc.fhdschools.org/activities">https://fhc.fhdschools.org/activities</a>	FHC General Website FHC Activities Website
BUTLER CHIROPRACTIC 2900 HIGHWAY K, O'FALLON 636-294-6260	\$25	<a href="https://fhc.fhdschools.org/activities/spartan_summer_camps">https://fhc.fhdschools.org/activities/spartan_summer_camps</a>	Summer Camps
DR. RYAN SWIER CHIROPRACTIC PHYSICIAN 701 MID RIVERS MALL DRIVE 636-939-5500	\$30	<a href="https://www.peachjar.com">https://www.peachjar.com</a> <a href="https://fhctoday.com/">https://fhctoday.com/</a>	Peachjar is a website where flyers regarding school and outside events are posted. Published by our student publications group; information re: school events, news, etc. can be found here
TROSS SPINE & SPORTS PERF. 5055 Highway N.; Suite 108 Cottleville, MO 63304 636-706-6171 (portion of price is donated back to FHC)	\$30		You can sign up to receive daily school announcements through FHSD E-News <a href="http://fhds.eneews@fhdschools.org">http://fhds.eneews@fhdschools.org</a>
MERCY URGENT CARES	\$35		Follow Mr. Harris (Activities Director) on twitter at @fhcad to keep up-to-date on current events, rainouts, game scores, etc.
ST. LUKES URGENT CARE	\$10 off		
CROSBY CHIROPRACTIC CARE	\$40 (in office); @ FHC (once a year) \$25		
WALGREENS			
TOTAL ACCESS URGENT CARES			

### Athletic Trainer

Cody Hutson, from Athletico, is our school athletic trainer. The phone number for the trainer's room is 636-851-4606. Austin is here from 1:30 pm until the end of practices and/or games every day. The trainer's room is located by the large gym and boys' locker rooms. Athletes should see Austin for any injuries sustained during athletic events sponsored by FHC or questions they may have. Students must notify their coach before going to the training room, sign in when arriving at the trainer's room and must have a valid reason for being there. This is a very busy office and students should not be in there to just hang out, avoid practice, or wait for friends. Students are not allowed in the trainer's room without a coach or the trainer present. If the trainer is not in the training room, he is either at a team practice or game (inside or outside the building). The trainer does carry a walkie-talkie with him when he leaves the training room in case of emergency. All coaches have his contact information.

### Lockers

Lockers are available for athletes. Locks are distributed to athletes via their coach. Items should not be left on benches or in an unlocked locker. The locker rooms are not supervised during after school events. The school does not assume liability for any damage to or loss of belongings stored in lockers. Do not leave valuables of any kind in your locker.