



*Kankakee Valley High School*  
**Athletic Handbook**  
2024-2025

*School Board Approved: 7/08/2024*

## **TABLE OF CONTENTS**

Athletic Council	1
Code of Conduct	1
Eligibility	1-2
General Guidelines	3-4
Communication with the Coaching Staff	5
Athletic Training Rules	5-6
Athletic Code of Conduct	6-8
Award System	8-9
Major Award	9
Minor Award	10
Other Special Awards	10
IHSAA Eligibility Rules	11-13
Moratorium	13
Insurance	13
Athletic Event Cancellations	13
Athletic Forms	14
Concussion and Sudden Cardiac Arrest Acknowledgement and Signature Form for Parents and Student Athletes	15
Athletic Handbook Acknowledgement Form	17
Athletic Office Emergency Form	18
Release for Emergency Medical Treatment	19
Sports Medicine Forms	20-22
IHSAA Pre-Participation Physical Evaluation	
Physical Examination	
IHSAA Eligibility Rules	
IHSAA Consent and Release Certificate	

## **ATHLETIC COUNCIL**

The members of the Athletic Council shall consist of the Athletic Director and Varsity coaches. The Athletic Trainer is invited to attend as a non-voting observer. The Athletic Council shall act as an advisory committee for the administration of the athletic program.

## **CODE OF CONDUCT**

As a Kankakee Valley High School athlete, you are an ambassador for our school and community. We expect you to demonstrate exemplary behavior on and off the field, throughout the school year, including summer break, and during all athletic contests. All Athletes, regardless of participation level are required to adhere to KVHS Student Handbook, IHSAA By-Laws, and Team Guidelines.

## **ELIGIBILITY**

### 1. Academic

A Kankakee Valley student is eligible to participate in an interscholastic athletic event as a Kankakee Valley team member if he/she has met the following criteria:

- a. The student must pass five (5) full credit classes from the previous grading period. Semester grades have preference over second and fourth grading periods. IHSAA rules and regulations will be followed.
- b. The student is required to maintain a schedule which includes at least five (5) full credit classes. If a withdrawal or expulsion results in the student maintaining less than five (5) full credit classes, he/she will immediately become ineligible.
- c. It is necessary for the student to pass at least five (5) full credit classes; otherwise, he/she will not be allowed to practice or participate in contests. Students that were previously academically ineligible and currently passing all their courses would be allowed to begin a new practice season, but will not participate in a contest till the end of the Grading period verification.

### 2. Home School Athletes

- a. Home school athletes must maintain a curriculum schedule of a minimum of five (5) state approved courses.
- b. Home school athletes must take courses and attend Kankakee Valley High School for half of each school day.

- c. All school rules and regulations apply to the athlete.
- d. Accurate records of dates and times of instruction/homework must be available to the Corporation office by the tenth day of each month.

3. Try outs

When the number of allowable team members is an issue and coaches must hold tryouts, all athletes are expected to audition for the team. When an athlete misses the scheduled evaluation, the following guidelines must be followed in order to allow an individual to try out for the team:

- a. In case of injury or illness, a doctor's note must be presented showing the athlete has been cleared to participate. He/she will have the same number of days to try out for the team as everybody else. At no time will an athlete that has already made the team be removed.
- b. If the athlete has moved into the district, he/she will be able to attend a form of try outs once the transfer process has been completed. Again, at no time will an athlete that has already made the team be removed.
- c. If the athlete is suspended at the time of try outs, his/her eligibility will be initially determined by the head coach. If allowed, the case is then presented to the Athletic Council for discussion. Once the Athletic Council grants the try out, the head coach will formulate a transition plan that must be sanctioned by the athletic director. This proposal must clearly state the process for admitting the individual for team participation. Items affecting this decision include participation in practices and games, along with overall conduct not only during school but at practices as well. At no time will an athlete that has already made the team be removed.
- d. Any athlete serving an expulsion at the time of try-outs will not be allowed to participate on a team during that season.
- e. In special circumstances the school administration may approve an athlete to try out.

## **GENERAL GUIDELINES**

### **Representing Kankakee Valley with Pride:**

1. **Be an ambassador:** As a Kankakee Valley athlete, you represent your school, parents, and community. Show pride in yourself and everyone who supports you by demonstrating exemplary behavior on and off the field.

### **Respectful Conduct:**

2. **No profanity:** Representing KVHS athletics means using respectful language. Profanity is not acceptable.
3. **Be a good citizen:** Athletes are expected to be orderly, cooperative, courteous, and responsible members of the school community.

### **Attendance and Eligibility:**

4. **School attendance is key:** To participate in practices and games, athletes must attend school all day.
  - **Excused absences:** One missed class period with a valid parent note allows participation.
  - **Unexcused absences:** Unexcused absences result in missing practices and games that day.
  - **Follow attendance guidelines:** Refer to the KVHS Student Handbook for complete attendance details.

### **Injury Reporting:**

5. **Report injuries:** Inform your coach or trainer of any injuries. They will determine if an accident report is needed and handle distribution.

### **Sportsmanship and Support:**

6. **Positive online presence:** All parents and athletes are encouraged to be supportive of coaches, athletes, and teams from all KVHS sports. This includes respectful behavior on social media.

### **Transportation:**

7. **School transportation required:** Athletes must travel to and from away events on school-provided transportation. Exceptions:
  - **Parental permission:** Written permission from the coach and Athletic Director allows parents/guardians to transport their athlete.
  - **Third-party permission:** For transportation by anyone else, a written note signed by the parent/guardian must be submitted to the Athletic Director before the event.

### **Equipment Care:**

8. **Respect the equipment:** Use athletic equipment only during practices, games, or with special permission.

### **Responsibility for Facilities:**

9. **Be responsible for damage:** Athletes are liable for any damage or vandalism to school or athletic facilities. This includes full payment for repairs.

### **Changing Sports:**

10. **Changing teams:**
  - o **Before first contest:** Athletes can switch sports before the first regularly scheduled contest.
  - o **After first contest:** Switching sports requires permission from both head coaches and approval by the Athletic Director.
  - o **Cut from a team:** Athletes cut from a team may try out for another sport with the receiving coach's approval and Athletic Director's permission.
11. **Follow KVHS dress code:** All athletes are expected to adhere to the KVHS dress code, including athletic apparel. All KVHS logos must be school-appropriate.

### **Digital Media and Year-Round Training:**

12. **Digital media monitoring:** The administration may utilize social media to monitor year-round training compliance. This applies to all athletes.

### **Practice and Games During Inclement Weather:**

13. **Delayed Start:** If school starts late due to weather or other reasons, all practices before school hours are canceled.
  - o **Exception:** Athletes already at school can choose to stay for practice or contact parents for pickup.
- **School Closure:** Decisions regarding practices and games during full school closures are made by the Superintendent and Athletic Director on a case-by-case basis.

### **Drug Testing:**

14. **Random drug testing:** KVHS athletes are subject to random drug testing. A positive test or refusal to participate in a scheduled drug test, including leaving school grounds during the testing process, will be considered a violation of the policy. This may result in consequences including ineligibility for a period determined by the athletic department in accordance with the school policy.

15. A student who is serving a suspension (ISS/OSS) will not be allowed to attend practice or contests on the days of the suspension unless approved by the administration.

## **COMMUNICATING WITH THE COACHING STAFF**

At Kankakee Valley High School, we value open communication between coaches, players, and parents. This section outlines the preferred communication channels for addressing concerns and fostering a positive athletic environment.

### **Addressing Concerns:**

- **Athlete-Coach Communication First:** Athletes are encouraged to address their concerns directly with their coach first. This fosters a sense of ownership and allows the coach to address the issue directly with the athlete.
- **Parent-Coach Meetings:** If concerns remain, parents are encouraged to schedule a meeting with the coach. Athletes should be present at this meeting to ensure clarity and prevent miscommunication.
- **Athletic Director Involvement:** If a solution cannot be reached with the coach, parents can request a meeting with the Athletic Director.

### **Respectful Communication:**

- **Focus on Player Development:** Playing time and team strategy are decisions left to the coach's discretion. Open communication between players and coaches is encouraged for player development.
- **Scheduled Meetings:** Discussions regarding team matters are best held outside a 24-hour window surrounding games and practices. This allows coaches to prioritize team needs and focus on the game.
- **Collaborative Approach:** Before requesting a meeting, please discuss the matter with your child. The coaching staff prioritizes conversations with athletes first.
- **Respectful Conduct:** Parent-coach communication should be respectful and avoid mentioning other players by name.
- **Positive Support:** We expect parents to be supportive of the coaching staff, referees, players, fans, and other parents. This includes respectful online behavior.

## **ATHLETIC TRAINING RULES**

A student athlete or manager who represents Kankakee Valley High School must exhibit the highest standards of personal behavior at all times. When the student becomes an athlete or manager, he/she takes on a special responsibility for exemplary conduct because there will be

times when he/she will be representing our high school in other communities as well as his/her own.

- A student becomes an athlete whenever he/she starts practicing for a Kankakee Valley High School athletic team. The athlete status remains in effect until the conclusion of the spring sports season of that athlete's senior year.
- The KVHS Athletic Discipline Code is enforced 365 days per year. The code includes athletes in grades 9-12. All reports of athletes who violate KVHS athletic rules and procedures will be investigated by school officials.
- This athletic code applies to students involved in athletics such as athletic teams and cheerleaders.
- All athletes attending KVHS are subject to the rules of the Athletic Code/Training Rules
- A Coach's team rules can allow for additional consequences for handbook and team rule violations.
- Unless there is a major change in the Athletic Code/Training/Rules, athletes sign the Athletic Code/ Training Rules once and it remains in force as long as they participate in athletics at KVHS.
- The athletic director and/or principal will notify athletes of the violations and consequences. In the event an athlete feels he/she has not been dealt with fairly, he/she may appeal such a decision to the Athletic council for a special hearing.

### **Athletic Code of Conduct:**

1. The possession/use of tobacco in **any form** is strictly prohibited. This includes hookah pipes and electronic devices.
2. The use/possession of alcohol/illegal drugs is prohibited. When a student athlete finds himself/herself in a situation where underage drinking is taking place/an illegal substance is being used, he/she must leave immediately. Failure to leave immediately will result in a violation of the athletic code. Student athletes are not expected to make a decision that compromises their safety, yet are expected to use good judgment.



3. Being found guilty of violating city, state, or federal codes/laws is prohibited, including theft and vandalism. Depending on the violation, minor traffic violations are an exception to this rule.
4. Bullying, Hazing, Horseplay, and Harassment of any sort, including through social media, will not be tolerated. The consequences for these types of actions can range from game suspensions up to and including removal from the team. The athlete may also have consequences according to the school student handbook.

Hazing – Hazing activities of any type are inconsistent with the educational process and are prohibited at such activities at any time in the school facilities, on school property, and at any Corporation-sponsored events. Hazing shall be defined for purposes of this policy as performing any act or coercing another, including the victim, that causes or creates a risk of causing mental, emotional, or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

The disciplinary actions for violation of the above rules are:

***Honesty Policy:*** If a student athlete or parent self-report an Athletic Handbook violation or if the student athlete is honest with the Athletic Director when first questioned about the situation, the penalty will be a suspension of 25% of the first scheduled contests of all levels the athlete is eligible to play in. This is a one (1)-time policy and cannot be used after the initial suspension.

**First Offense:** Suspension from 35% of the first scheduled contests of all levels the athlete is eligible to play in. The suspension will be assessed by the Athletic Director. The suspension may carry over from one (1) season to another and, if out of season, for the next event season in which the participant will perform. If a student athlete has an existing violation and joins another sport, he/she has to finish the entire season in order for credit to be given. The athlete will be required to practice during the suspension period. **Scrimmage games will not count towards the games suspended percentage, but the athlete will still need to sit out of the scrimmage contest.**

**Second offense**

Suspension from 50% of the first scheduled contests. The suspension will be assessed by the Athletic Director. The suspension may carry over from one season to another and, if out of season, for the next event season in which the participant will perform. If a student athlete has an existing violation and joins another sport, he/she has to finish the entire season in order for credit to be given. The athlete will be required to practice during the suspension period. **Scrimmage games will not count towards the games suspended percentage, but the athlete will still need to sit out of the scrimmage contest.**

### **Third offense**

The student athlete will not be permitted to participate for a period of 365 calendar days once notified by the Athletic Director. The athlete is not permitted to attend practice sessions during the suspension period.

### **Fourth offense**

The student athlete will no longer be able to participate in athletics!

### **Athletic Violation Appeals**

When a violation of the Athletic Code is not reported or investigated within 180 calendar days of the violation, it will be considered beyond of the statute of limitations. If a student is found in violation of the Athletic Code of Conduct, they have the right to appeal their violation to the Athletic Council. Appeals should be made to the Athletic Director within five (5) school days of notification of the rules violation. The Athletic Director will convene the Athletic Council. The Athletic Council may agree to uphold the consequences as defined by the Athletic Code of Conduct or make a recommendation to the principal to reduce the consequences as defined by the Athletic Code of Conduct. The Athletic Council may not increase the consequences as defined by the Athletic Code of Conduct. All decisions of the appeals board will be final. The athlete will be required to follow the handed down suspension throughout the appeals process.

### **AWARD SYSTEM**

The athletic awards are given by Kankakee Valley High School in recognition of participation by the student in the athletic program.

An award will be given only for participation on a Kankakee Valley team sanctioned by the IHSAA.

In order for an athlete to qualify for an athletic award, he/she is required to complete the entire season in good standing as directed by his/her coach and with the approval of the Administration. The athlete must return all athletic equipment and pay for any missing equipment before the athlete will receive an award.

The protocol for the discretionary decision for an athlete to be awarded a major or minor is as follows:

1. Coach of the Sport
2. Athletic Council
3. Athletic Director
4. Principal
5. Superintendent
6. Board of School Trustees

All athletic awards will be presented during the respective athletic awards programs.

A student may earn athletic awards by serving as a manager or participating as an athlete. A student manager shall receive a minor award for each of his/her first two (2) sports. Thereafter, a major award shall be given for each varsity sport. A student manager is classified under all other student athlete requirements to earn a minor or major award.

### **Major Award**

Upon earning his/her first major award, the athlete or manager will be presented with his/her seven (7) inch KV letter and a major honorary varsity award certificate. Athletes may purchase a letter jacket after earning their first major award. For each additional major award, the athlete will receive a major honor award certificate. If upon earning his/her second major award, the athlete has not yet been presented with his/her numerals, numerals will be awarded with the second major award.

Majors will be awarded by each individual sport based on required participation as follows:

Football	50% of total varsity quarters
Volleyball	50% of total varsity team matches
Golf	3 varsity matches

Soccer	75% of total varsity halves
Cross Country	Must finish in Kankakee Valley's top 7 in 50% of total varsity meets
Tennis	75% of total varsity matches
Track	75% of total varsity meets
Basketball	25% of total varsity quarters
Wrestling	50% of total varsity matches
Swimming	50% of total varsity meets
Baseball/Softball	40% of total varsity innings; pitchers must participate in 20% of total varsity innings
Unified Track	Athlete must earn 30 pts in the season. Partners can earn a major after completing their 2 <sup>nd</sup> season and scoring 50 pts.

The Head Coach may appeal to the Athletic Council in cases where an injury prevented the athlete from meeting the required percentage, or when special circumstances should be considered for a major award.

### **Minor Award**

A minor award is awarded to those athletes or managers who do not qualify for a major award. Upon earning their first minor award, the athlete or manager will be presented his/her numerals (if not yet received) and a minor honorary junior varsity or freshman certificate. For each additional minor award, the athlete or manager will receive a minor honorary junior varsity or freshman certificate. In the sports which have a junior varsity and freshman team, the athlete will receive the appropriate certificate. In all other sports that do not have a junior varsity/freshman team, the athlete will receive a junior varsity certificate.

### **Honor Jackets**

~~Effective with the graduating class of 2010 and thereafter, the KV Athletic Booster Club will not purchase or reimburse for any honor jackets~~

### **Other Special Awards**

- A student athlete who participates (individually or as a member of a team) in the state final of an IHSAA state tournament shall receive a chenille patch as a special award.
- Each athlete receiving state recognition on an approved state all-star team or first team all-state will receive a chenille patch as a special award.
- A blanket award with a twelve (12)-inch **KV** will be awarded to the athlete or manager who earns 10 major awards in his/her high school career.
- A student athlete who is a member of a conference championship team or an individual conference champion shall receive a chenille patch as a special award.

## **IHSAA ELIGIBILITY RULES**

To be eligible to represent your school in interschool athletics:

1. The individual must be a regular, bona fide student in good standing in the school you represent and have enrolled no later than the fifteenth day of the current semester.
2.
  - a. There shall be 8 separate days of organized practice in that sport under the direct supervision of the high school coaching staff in that sport by each player proceeding the date of participation in interschool contests. Only one (1) practice may be counted for any one (1) day. Girls Golf requires only two (2) practices prior to participation.
  - b. Individual student athletes moving directly (within one (1) week) from one (1) sport season to the next sport season may be eligible to participate in a following season contest after five (5) separate days of organized practice under the direct supervision of the high school coaching staff in that sport.
  - c. Individual student athletes who, having completed eight (8) separate days of organized practice under the direct supervision of the high school coaching staff in a sport, are permitted to tryout for a second sport during the same sport season may be eligible to participate in an interschool contest after five (5) separate days of organized practice under the direct supervision of the high school coaching staff in the second sport. If the original sport was golf, this rule does not apply and the student athlete must compete (8) eight separate days of practice.
3. A student who is or shall be twenty (20) years of age prior to or on the scheduled date of the IHSAA state finals in a sport shall be ineligible for interschool athletic competition in that

- sport. A student who is nineteen (19) years of age on the scheduled date of the IHSAA state finals in a sport shall be eligible as to age for interschool athletic competition in that sport.
4. A student must have been enrolled in his/her present high school last semester or at a junior high school from which KVHS receives its students:
    - a. Unless you are entering the ninth grade for the first time.
    - b. Unless you are transferring from a school district or territory with a corresponding bona fide move on the part of your parents.
    - c. Unless you are a ward of a court; you are an orphan; you reside with a parent with legal custody; your former school closed; your former school is not accredited; your transfer was pursuant to school board mandate; you attended in error a wrong school; you transferred from a correctional school; you are emancipated; you are a foreign exchange student under an approved NASSP program. You must have been eligible from the school from which you transferred.
    - d. Must have been enrolled in more than eight (8) consecutive semesters beginning with the ninth grade.
  5. A student must be an amateur (i.e., have not participated under an assumed name; have not accepted money or merchandise directly or indirectly for athletic participation; have not accepted awards, gifts, or honors from colleges or alumni; have not signed a professional contract.).
  6. A student must have filed with your principal each year, between April 1 and your first practice, your completed Consent and Release Certificate;
  7. A student must not have transferred from one school to another for athletic purposes as a result of undue influence or persuasion by any person or group.
  8. A student must not have received, in recognition of your athletic ability, any award not approved by your Athletic Director or the IHSAA.
  9. A student must not accept awards in the form of merchandise, meals, cash, etc.
  10. A student must not participate in an athletic contest during the IHSAA authorized contest season for that sport as an individual or on any team other than their school team (See IHSAA Rule 15-1A). (Exception for outstanding student athlete – See IHSAA Rule 15-1b.)
  11. A student must not reflect discredit upon your school nor create a disruptive influence on the discipline, good order, moral, or educational environment in your school.

12. Students with remaining eligibility must not participate in tryouts or demonstrations of athletic ability as a prospective student-athlete. Graduates should refer to college rules and regulations before participating.
13. A student must not participate with or against a student enrolled below grade nine (9).
14. A student must, if absent five (5) or more days due to illness or injury, present to your Athletic Director written verification from a licensed physician stating that you may participate again.
15. A student must not participate in camps or clinics during the IHSAA authorized season. Please consult your coach or the athletic director for regulations regarding participation in open gym, Intramural, AAU, and Club Organizations during authorized contest season, during the school year out of season, and during the summer.
16. This is **ONLY A SUMMARY OF THE RULES.** Contact your school officials for further information before participating in athletic activities outside your school's athletic department.

## **MORATORIUM**

Effective 2004-2005, each member school shall observe a moratorium week during the week which includes July 4<sup>th</sup>, either IHSAA calendar Week 52 or Week 1. During this six (6) day period, there shall be no contact between athletes and coaches, and no athletic activities, including conditioning, conducted.

## **INSURANCE**

All athletes will be responsible for obtaining their own medical insurance. The IHSAA does not require athletes to have medical insurance to participate. If the student does not have medical insurance, please check the appropriate box on the physical form.

## **ATHLETIC EVENT CANCELLATIONS**

Log onto [www.kvhsathletics.com](http://www.kvhsathletics.com) for all athletic schedules and events. Parents and athletes will be notified through Final Forms of any cancellations or schedule changes. Another way to receive cancellation messages is to go on [www.eventlink.com](http://www.eventlink.com) and click on **create an account**. Select Kankakee Valley High School, and then select the teams you want to receive messages

from. Once signed up you will either get an email or text notifying you of schedule changes for the sports you signed up for.

### **TRANSGENDER ATHLETES**

Kankakee Valley School Corporation will follow all IHSAA policies and procedures in regards to Transgender athletes. The current policies established by the IHSAA were outlined in their policies on 3/31/2021. Transgender athletes must contact the athletic office prior to participation to discuss their progress in the outlined steps provided by the IHSAA.

### **ATHLETIC FORMS**

Every athlete should have the following turned into the athletic office prior to the first practice:

- Physical Form (dated after April 1)
- Concussion and Sudden Cardiac Arrest Acknowledgement Form
- Athletic Office Emergency Form
- Handbook Acknowledgement Form
- Franciscan Sports Medicine Forms
- IHSAA Physical & Eligibility Rules Consent and Release Form

Signing the Handbook Acknowledgement Form is also an agreement to the school's drug test policy. Register your athlete on Final Forms <https://kankakeevalley-in.finalforms.com/> and you will be required to sign off digitally.



***THE KANKAKEE VALLEY SCHOOL CORPORATION***

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

Student athlete’s name (please print): \_\_\_\_\_

Sport participating in (if known): \_\_\_\_\_

Date: \_\_\_\_\_

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

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

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

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

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

Signature of student athlete: \_\_\_\_\_

Date: \_\_\_\_\_

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

Signature of parent or guardian: \_\_\_\_\_

Date: \_\_\_\_\_

***THE KANKAKEE VALLEY SCHOOL CORPORATION***

**ATHLETIC HANDBOOK ACKNOWLEDGEMENT FORM**

We, the parent(s) and/or guardian(s) of (please print)

\_\_\_\_\_

acknowledge receipt of the  
Kankakee Valley High School Athletic Handbook  
and agree to comply with its provisions.

Parent/guardian signature: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

I (please print), \_\_\_\_\_,

a student athlete at Kankakee Valley High School,  
have received a copy of the  
Kankakee Valley High School Athletic Handbook  
and agree to comply with its provisions.

Student athlete's signature: \_\_\_\_\_

Date: \_\_\_\_\_ Grade: \_\_\_\_\_

***THIS FORM MUST BE SIGNED AND RETURNED TO THE KVHS ATHLETIC OFFICE PRIOR TO THE BEGINNING OF THE FIRST PRACTICE SESSION.***

***THE KANKAKEE VALLEY SCHOOL CORPORATION***

**ATHLETIC OFFICE EMERGENCY FORM**

Athlete's name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent(s)/guardian(s) name: \_\_\_\_\_

Address: \_\_\_\_\_

City, state, zip code: \_\_\_\_\_

Phone numbers – Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Please list allergies/health problems/current medications: \_\_\_\_\_

\_\_\_\_\_

Family Doctor: \_\_\_\_\_

Choice of Local Hospital/Clinic: \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Insurance Member Name and Policy Number(s): \_\_\_\_\_

In case I cannot be reached, call (name, phone number and relationship):

\_\_\_\_\_

***THE KANKAKEE VALLEY SCHOOL CORPORATION***

**RELEASE FOR EMERGENCY MEDICAL TREATMENT**

This will be used only in an extreme emergency when the school is unable to locate parent(s)/guardian(s).

If school personnel take a child to the doctor for emergency treatment, parent(s)/guardian(s) are still responsible for the cost.

This form will be placed in the child's permanent record folder. A new form will be completed by the parent(s)/guardian(s) each school year.

In case of an emergency involving your child, it is the policy of the KVSC to render first aid treatment while contacting the parent(s)/guardian(s) for further instructions. In the event that the parent(s)/guardian(s) cannot be contacted, school officials will contact 911.

I authorize school personnel to take my child \_\_\_\_\_ to be treated  
by Dr. \_\_\_\_\_,  
\_\_\_\_\_ Hospital/Clinic.

\_\_\_\_\_ No preference; use nearest hospital.

Parent/guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

**THIS FORM MUST BE SIGNED AND RETURNED TO THE KVHS  
ATHLETIC OFFICE PRIOR TO THE FIRST DAY OF PRACTICE**



# Franciscan SPORTS MEDICINE

## Athletic Consents and Authorization Forms

This document contains (1) a consent for Franciscan Alliance (FA) to initiate and provide medical treatment to your student athlete in the event of an injury or illness; (2) an acknowledgement of receipt of FA's Notice of Privacy Practices; (3) a HIPAA Authorization Form; (4) an acknowledgement of your and the student's receipt of written information about concussions and head injuries in student athletes; (5) an acknowledgement of your and the student's receipt of written information about sudden cardiac arrest in student athletes; and (6) an Emergency Medical and Contact Information form. It is very important that you read and complete all of these sections and forms thoroughly and sign all sections/forms separately. If the student athlete is 18 years old or older, he or she must sign for him/herself, except for parent/guardian acknowledgement of receipt of concussion information. Parents may not sign for students who are 18 or older. Failure to follow these instructions may result in exclusion of your child from athletic programs

### Consent for Treatment

I consent to FA initiating any medical care or first aid treatment for \_\_\_\_\_ *Name of Student Athlete* \_\_\_\_\_ in the event of an accidental injury or an illness. I understand that an attempt will be made to contact me as quickly as possible in such an event. If I cannot be reached, FA may initiate the treatment that FA and its personnel believe to be in the best interest of the above-named student athlete. I acknowledge that I have read this statement, have completed and provided the school with the Emergency Contact Information Sheet, and I hereby give my consent.

*Signature of Student Athlete if 18 years old or Parent/Guardian if not:* \_\_\_\_\_

*Relationship to Student Athlete:* \_\_\_\_\_

*Printed:* \_\_\_\_\_ *Date:* \_\_\_\_ - \_\_\_\_ - \_\_\_\_

### Notice of Privacy Practices

FA has prepared a detailed NOTICE OF PRIVACY PRACTICES (NPP) to help you better understand its policies in regard to your student athlete's personal health information. You have the right to the NPP prior to signing this consent. The current NPP will be available from the Athletic Trainer and posted on FA's website.

*Signature of Student Athlete if 18 years old or Parent/Guardian if not:* \_\_\_\_\_

*Relationship to Student Athlete:* \_\_\_\_\_

*Printed:* \_\_\_\_\_ *Date:* \_\_\_\_ - \_\_\_\_ - \_\_\_\_

### HIPAA Authorization

I hereby authorize FA and its personnel and/or agents, to disclose the protected health information (PHI) of \_\_\_\_\_ *Name of Student Athlete* \_\_\_\_\_ (Student) as follows:

The PHI of the Student that may be disclosed under this Authorization includes the records of physical examinations performed by FA to determine the Student's eligibility to participate in classroom or other school sponsored activities; records of the evaluation; records and reports regarding the diagnosis and treatment of injuries which the Student incurred while engaged in school sponsored activities, including but not limited to practice sessions, training and competition; and other records as necessary to determine the Student's physical fitness to participate in school sponsored activities. The Student's PHI may be disclosed to (1) the school principal or assistant principal, athletic director, coaches, teachers, school nurses or other members of the school's administrative staff or their designees, and (2) emergency medical personnel, hospitals or any other health care professional or provider who evaluates, diagnoses



# Franciscan SPORTS MEDICINE

or treats an injury, illness or other condition incurred by the Student while participating in a school sponsored activity, as necessary to:

- Evaluate the Student's eligibility to participate in school sponsored activities, including but not limited to interscholastic or intramural sports programs, physical education classes or other classroom activities;
- Document the sports medicine services provided by FA and evaluate program outcomes;
- Resolve grievances; and
- Evaluate treatment alternatives.

I understand that FA has requested this Authorization to disclose PHI so that the school, together with FA, can make certain decisions about the Student's health and ability to participate in certain classroom and school sponsored activities in accordance with the Health Information Portability and Accountability Act (HIPAA). I also understand that the Student's participation in certain school sponsored activities is conditioned upon my signing this Authorization. I understand that I may revoke this Authorization in writing at any time prior to its expiration date, except to the extent that action has been taken by FA in reliance on this Authorization, by sending a written revocation to the athletic trainer or his/her designee. I understand that the PHI released may be subject to re-disclosure by any recipient and no longer protected by federal and/or state privacy laws. Expiration of Authorization: End of upcoming school year athletic calendar.

*Signature of Student Athlete if 18 years old or Parent/Guardian if not:* \_\_\_\_\_

*Relationship to Student Athlete:* \_\_\_\_\_

*Printed:* \_\_\_\_\_ *Date:* \_\_\_\_ - \_\_\_\_ - \_\_\_\_

### **Acknowledgement of Concussion Information**

Prior to participating in interscholastic or intramural sports, a high school student and his/her parent or guardian must be given an information sheet regarding the nature and risk of concussions and head injuries to student athletes, including the risks of continuing to play after a concussion or head injury.

I acknowledge that I have received and read the attached information regarding concussions for parents

*Signature of Parent/Guardian:* \_\_\_\_\_

*Printed:* \_\_\_\_\_ *Date:* \_\_\_\_ - \_\_\_\_ - \_\_\_\_

I acknowledge that I have received and read the attached information regarding concussions for student athletes

*Signature of Parent/Guardian:* \_\_\_\_\_

*Printed:* \_\_\_\_\_ *Date:* \_\_\_\_ - \_\_\_\_ - \_\_\_\_

### **Acknowledgement of Cardiac Information**

Prior to participating in interscholastic or intramural sports, a high school student and his/her parent or guardian must be given an information sheet regarding the nature and risk of sudden cardiac arrest to student athletes.

I acknowledge that I have received and read the attached information regarding sudden cardiac arrest in athletics

*Signature of Parent/Guardian:* \_\_\_\_\_

*Printed:* \_\_\_\_\_ *Date:* \_\_\_\_ - \_\_\_\_ - \_\_\_\_

I acknowledge that I have received and read the attached information regarding sudden cardiac arrest in athletics

*Signature of Parent/Guardian:* \_\_\_\_\_

*Printed:* \_\_\_\_\_ *Date:* \_\_\_\_ - \_\_\_\_ - \_\_\_\_



# Franciscan SPORTS MEDICINE

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_ Date of Birth: \_\_\_\_-\_\_\_\_-\_\_\_\_

School: \_\_\_\_\_ School Year: \_\_\_\_\_ Grade: \_\_\_\_\_ Male/Female

Medical Insurance Company: \_\_\_\_\_ Policy #: \_\_\_\_\_ Group #: \_\_\_\_\_

Physician Name: \_\_\_\_\_ Physician Phone #: \_\_\_\_\_

Preferred Hospital (if any): \_\_\_\_\_

Current Medication (including Rescue Inhaler or EpiPen): \_\_\_\_\_

Asthma or Exercised induced Asthma	Yes	No	Seizures	Yes	No
Diabetes	Yes	No	Sickle Cell	Yes	No
Low Blood Sugar	Yes	No	Cardiac Condition	Yes	No
Fainting Spells	Yes	No	Others	Yes	No
History of Concussions	Yes	No	Dates	_____	

Allergies: \_\_\_\_\_

Emergency Contact Information

Parent/Guardian #1: Name: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

Work phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Home phone: \_\_\_\_\_

Parent/Guardian #2: Name: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

Work phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Home phone: \_\_\_\_\_

Emergency Contacts if Parent/Guardian Cannot Be Reached: Name, Phone Number, and Relationship

1. \_\_\_\_\_

2. \_\_\_\_\_

I hereby state, that to my best knowledge, my answers above are complete, correct, and true.

Signature of Student Athlete if 18 years old or Parent/Guardian if not: \_\_\_\_\_

Relationship to Student Athlete: \_\_\_\_\_

Printed: \_\_\_\_\_ Date: \_\_\_\_-\_\_\_\_-\_\_\_\_