



Dear Parent or Guardian,

We are thrilled your son or daughter is interested in being a part of the CCHS Sports Medicine Club. This is a wonderful opportunity for students to gain exposure to a professional health care setting while creating friendships and having fun. Hours completed in this club will be eligible to count as service hours and signed off by the supervising athletic trainer.

It is important that you are fully aware of what this student club will entail. Since the club activities will take place directly after school and revolve around sport seasons, your son or daughter may have late night commitments. It also may be possible that students travel to away games if they are interested in this and have parental permission. School transportation with the traveling team will be provided for students who wish to travel.

Please take time to review the Sports Medicine Club Handbook with your son or daughter. After reading, if your child is interested in joining the Sports Medicine Club please sign and return the Parent Consent Form and the Emergency Information Form. Feel free to contact the athletic trainers, Todd Wisocki (tawisocki@charlottecatholic.com) and Kaitlyn Lazicky (kalazicky@charlottecatholic.com) with any questions or concerns at any time.

CCHS Sports Medicine Club Parent Consent Form

I have read the club handbook and give permission for _____ (student's name) to participate in the Charlotte Catholic High School Sports Medicine Club.

Parent/Guardian Signature: _____ Date: _____

I have read the club handbook and fully understand and will abide by the guidelines and expectations for the CCHS Sports Medicine Club. I will do my best to maintain these guidelines and expectations, but I understand that my academics always come first. I recognize the importance of teamwork in this club and will do my part in keeping a positive and encouraging attitude with my club members and supervisors.

Student Signature: _____ Date: _____



Charlotte Catholic High School Sports Medicine Club Handbook

Student Expectations

- Club members are expected to commit to 3 days per week after school, averaging 9 hours per week while sports are in season (this should include at least 1 scheduled game; however, exceptions based upon sports season will occur).
- There will be a sign-up sheet posted in the sports medicine office where club members will communicate which days they will report. For the days that you sign up, you are expected to be in the athletic training clinic within 15 minutes of school ending. If they cannot report on a day they signed up for, they must tell an athletic trainer before 3:00pm or they cannot work that week's football game (during the fall).
- Students are not expected or required to participate in weekend events, or when school is closed for holidays or other reasons. However, students are welcome to participate in these sporting events if they are interested and have parental permission.
- Students must record their daily hours in the hour log sheet, which an athletic trainer will sign at the end of the week.
- Students will participate and be involved with the Learning Clinics that occur each semester.
- Academics always come first. Club members must maintain above a 2.0 GPA. If grades are suffering and are at a 2.0 or lower, the club member will not be allowed to participate in any club activities until GPA is above a 2.0.
- If club members are participating in a school sport or marching band, they will be excused from club commitments while in-season. During this time the student will not be acting as a student aide if they come into the athletic training clinic for personal reasons, and they are not allowed to perform any athletic training responsibilities.
- Students will not perform any hands-on skills until taught by an athletic trainer and completion of the Heartsaver Certification (basic taping techniques, first aide, etc.). Club members will be able to perform skills when an athletic trainer signs off on the proficiency sheet for that skill.
- Students will abide by and remind athletes of the Athletic Training Clinic rules.
- Students will behave in a professional manner as they are a direct representation of the CCHS Sports Medicine Department.
- Students who do not follow club guidelines and rules may be sent home. If a student repeatedly disobeys the rules, dismissal from the club may be considered.
- Students should maintain an active Heartsaver (CPR/AED/First Aide) Certification. This certification will be provided by school athletic trainers at no cost to club members.



Dress Code/Appearance

- *For clinic duties and sport practices:* athletic shorts are allowed with t-shirt or polo (these do not need to be school approved but should be appropriate with no foul language or images). *During games:* Pants/shorts without holes in them and a CCHS t-shirt or polo.
- All shorts must be an appropriate length, and no clothing should be too tight. When moving to pick up something, squat down, etc. clothing should cover appropriately.
- No skirts or dresses.
- Must have close-toed shoes (no flipflops, sandals, heels, etc.)
- No jewelry that is dangling or could be caught/in the way.

General Guidelines and Behavior

- Students must be respectful of supervising athletic trainers, coaches, and all CCHS Staff/Faculty while participating in club activities.
- Cell phones should only be used when patients are not being treated and there is down time. During busy hours and while on the field for practices and games, students should not be on cell phones.
- Students may complete homework and use laptops in the athletic training clinic. However, when patients come into the clinic or a student is asked to perform a task, they must put their homework/computers away.
- Students should not distract or talk with athletes during practices or games unless it is regarding a medical issue or need.
- Students should not gossip, discuss medical treatment, or talk about injuries to anyone who asks.
- Illegal substances of any kind are not permitted in the training room or at athletic events. If a student gets caught with or using an illegal substance in the training room or sporting event, they will be asked to leave immediately (this includes showing up to a sporting event impaired).
 - **1st offense** → 3-week suspension from training room and sporting events (with AT)
 - **2nd offense** → will be put on suspension until further notice (and could be asked to not return to the club)

Reporting Inappropriate Behavior or Misconduct

- There is a no-tolerance policy for bullying, sexual misconduct, fighting, or general behaviors deemed as inappropriate. If students are made to feel uncomfortable for any reason, they should report the issue so that the appropriate authorities and actions may take place.
- Students should report any inappropriate behavior or misconduct to their supervising athletic trainer and parent. If the inappropriate behavior is coming from the athletic trainer, a student should notify their parent and then the athletic director, a school counselor, or other school staff/administrator.

Charlotte Catholic Sports
Medicine Club





Daily Athletic Training Responsibilities

- Make sure rehab equipment is put away neatly and organized.
- Wipe down treatment tables and surfaces with antibacterial/antiviral solution.
- Empty any coolers that were used and set them to dry.
- Place dirty water bottles in the dish washer and set bottles to wash when dishwasher is full.
- Rinse well and wipe out with cleaner any coolers that were used for anything other than water and clean the outsides if muddy or sticky.
- Empty the Game Ready, if used, and set it to dry.
- Check all AEDs for green light and record on the monthly AED check sheet.
- Restock taping drawers and bandage jars as necessary.
- Add water to the hydrocollator as necessary.
- Make heel and lace pads, and ice cups as necessary.
- Put dirty towels/laundry to wash and dry as necessary.
- Alert a certified athletic trainer if you notice anything that needs repair or if there is a large item that needs to be restocked.
- Students will help maintain a fully stocked kit to be used during games and practices. This is intended to make students familiar with the different types of medical supplies and tools used by an athletic trainer.
- Students will help set up the athletic fields for games. Supplies and equipment needed is always subject to change with seasons and sport. Be sure to check in with the athletic trainer on what is needed for each event.

Athletic Training Clinic Rules

- Sign in on the sheet at the door upon entrance. No treatment or evaluation will be provided until you have signed in.
- If you want your ankle taped, you must complete rehab exercises first.
- No cleats or spikes inside.
- Ask for equipment and supplies before taking them, and you may be told to use the equipment in the athletic training clinic.
- No foul language or behavior.
- There is limited space in this room. If you are just socializing, you may be asked to leave if the room gets too crowded.
- Respect your athletic trainers and respect your peers.
- The use of this room and its services are a privilege. Clean up after yourself or your privilege will be revoked.
- Office area is for certified staff use only. No student use of staff computers, though they may use their own at our desks.
- No athletes may drive or ride in the gator unless injured. Student aides may drive the gator when that proficiency has been signed off by an athletic trainer.



NATIONAL ATHLETIC TRAINERS' ASSOCIATION:
OFFICIAL STATEMENT ON PROPER SUPERVISION OF SECONDARY SCHOOL
STUDENT AIDES

Introduction:

This Official Statement of the National Athletic Trainers' Association provides support and guidance to school administrators and athletic trainers in the education and supervision of secondary school students enrolled in sports medicine courses or volunteering in secondary school athletic training programs. The goal of this statement is to continue to foster a positive, safe learning environment where students benefit from the instruction and observation of qualified health care professionals.

Official Statement:

The NATA recognizes that allowing secondary school students the opportunity to observe the daily professional duties and responsibilities of an athletic trainer can be a valuable educational experience. This unique experience may expose students to the foundations of various health related careers as well as provide them with important life skills. Regardless of practice setting, it is understood that all athletic trainers must comply with their state practice acts, the BOC Standards of Practice when certified, and the NATA Code of Ethics when a member. These legal and ethical parameters apply and limit the incorporation of student aides outside of the classroom and within the activities of athletic programs.

Student aides must only observe the licensed/certified athletic trainer outside of the educational environment. Coaches and school administrators must not allow or expect student aides to assist or act independently with regard to the evaluation, assessment, treatment and rehabilitation of injuries. Additionally, it is paramount that student aides not be expected, asked or permitted to make "return to play" decisions.

Specifically, licensed/certified athletic trainers, coaches and administrators must not ask athletic training student aides to engage in any of the following activities:

- (1) Interpreting referrals from other healthcare providers
- (2) Performing evaluations on a patient
- (3) Making decisions about treatments, procedures or activities
- (4) Planning patient care
- (5) Independently providing athletic training services during team travel