



COACHES MANUAL

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Purpose

The purpose of this handbook is to provide specific, standard operating procedures for those tasks that coaches and administrators must complete on a regular basis. It is realized that all responsibilities of all head coaches/advisors may not be defined.

However, it is hoped that those areas outlined define the responsibilities of both the head coach/advisor and administrator that are germane to all sports/activities. The objective of these guidelines is to create a more efficient operation of the co-curricular department by defining specific responsibilities, standardizing operation, and providing planning for the future.

This handbook is to familiarize the coaching staff with the policies of the Pickerington Local School Athletic Department, the Board of Education, and also the Ohio High School Athletic Association. All coaches are strongly urged to peruse and abide by the Pickerington Local School District manual and the bylaws of the OHSAA. The goal of the Pickerington Local School District is to promote extracurricular activities as an important part of a student's education. A good academic background is important for later success, but research has also shown a strong correlation between a high school student's participation in school activities and later career success. The responsibility of the Pickerington Local School District is to educate our athletes with the ability to reason, to make decisions, and to function effectively in a changing society. Also, it is the goal of the Pickerington Local School District to provide a broad range of opportunities for students to explore and develop their talents and interests.

Pickerington Local School District Board of Education

90 N. East Street

Pickerington, Ohio 43147

614-833-2110 (Main)

614-833-2143 (Fax)

Administration

Superintendent, Dr. Charles Smialek

Chief Administrative Officer, Dr. Heather Hedgepeth

Chief Academic Officer, Dr. Alesia Gillison

Petermann Transportation Supervisor, Greg Strausz

Building and Grounds, Anna Zwiebel

Statement of Pickerington Athletic Philosophy

The Athletic Department and coaching staff of Pickerington Central and North High Schools are dedicated to the development of the complete student athlete. The planning and implementation of the Pickerington Athletic Programs involve the conscientious consideration of the physical, mental, social, intellectual, and emotional growth of each young person.

As professionals, the Central and North athletic staff are keenly aware of the developmental needs of individual student athletes, as well as the social implications and importance of creating an environment in which individuals learn to become contributing members of a team. Along with the privilege of participation in athletics, Central and North provides committed students with an opportunity, through extensive training and quality instruction, to set attainable, individual and team goals while striving to maximize their own athletic growth.

Both athletic staffs, as part of the District's total educational experience, are committed to a goal of developing hard working young men and women who are proud to have been participants in both the Tiger and Panther athletic programs and have the capacity to become successful, contributing citizens in a highly competitive society.

Our athletic programs are founded on the following principles:

- Athletic participation provides an ideal environment in which to educate the whole student in that it provides a unique opportunity to integrate mind and body in the pursuit of excellence.
- That a sound program of athletics makes an important contribution to the sense of community that exists within the schools and among its various stakeholders.
- Participation in athletics enhances the personal and social development of the student.
- Participation in athletics often provides student athletes with opportunities to experience the world beyond the school boundaries that contributes to their total growth and development.
- While respecting the individual achievement, there is an inherent value in the pursuit of team accomplishments.
- Our coaches can, and often do, serve as primary counselors or adult mentors to our students.



Sportsmanship

The Board of Education of Pickerington Local School District recognizes the value of athletic activities in the educational process as well as the values that young people develop when they have the opportunity to participate in an organized activity outside the traditional classroom. All participants and adults involved in Board-approved athletic activities are expected to demonstrate the same level of responsibility and behavior at practice and competition as expected in the classroom. The Board further encourages the development and promotion of sportsmanship, ethics, and integrity in all phases of the educational process and in all segments of the community, including administrators, participants, adult supervisors, parents, fans, spirit groups, and support/booster groups.

Coaches

Expectations:

- Always set a good example for participants and fans to follow, exemplifying the highest moral and ethical behavior.
- Instruct participants in proper sportsmanship responsibilities and demand that they make sportsmanship the number one priority.
- Respect judgment of contest officials, abide by rules of the event, and display no behavior that could incite fans.
- Treat opposing coaches, participants and fans with respect. Shake hands with officials and opposing coaches.
- Develop and enforce penalties for participants who do not abide by sportsmanship standards.
- Work with parents and support groups to help them understand the importance of good sportsmanship.



STAFF

Coach Hiring and Certification Steps

Applications

All candidates considered for coaching positions with the Pickerington Local School District must complete the online application. To complete the application process, follow these steps:

1. Go to <https://www.applitrack.com/pickerington/onlineapp/default.aspx>
2. "Log In" or "Start an application for employment"
3. Under position desired choose "Coach" or "Assistant Coach"
4. Under the experience section, please list all relative coaching experience, rather than work experience, and include any salary information if you previously held a paid coaching position.

BCI/FBI Background Checks

All coaches are required to have a current background report on file with PLSD before they can attend practices, open gyms, etc. Background check costs are (\$25.00) for BCI and (\$27.00) for FBI for a total of \$52.00. Payment can be made by check or credit card (**Make check payable to "PLSD"**). Background checks can be completed at Pickerington Local School District Office in the Human Resources Department located at 90 North East Street, Pickerington, Ohio 43147. You will be contacted by the HR Department to begin the process.

Training Courses

Next step is to take the training courses required to obtain a Pupil Activity Permit (PAP). Please note the PAP certificate will not be issued/renewed without valid certification in fundamentals of coaching, fraud training, first aid, concussion, CPR, and sudden cardiac arrest.

Certifications Necessary – First Aid, Concussion in Sports, CPR Training, NFHS Fundamentals of Coaching, Sudden Cardiac Arrest, and Mental Health. Apply for your PAP Permit last (District IRN # 046896). A copy of your completed mental health training must be uploaded to the OHID Account when you apply for your PAP.

Please refer to the following webpage for further detailed information and options to obtain certifications for the required courses:

<https://education.ohio.gov/Topics/Teaching/Licensure/Audiences/Coaching-Permits>

Coaches Tool Chest is a new course that will renew yearly but meets the requirements for Lindsey's Law, Concussion, First Aid, CPR and Coaching Fundamentals. You still need to apply for your PAP Permit upon completion. Coaches Tool Chest - <https://coachestoolchest.com/about-us/>

PLSD coaches can complete the CPR and First Aid certification through Ohio Health free of charge.

VOLUNTEER COACHES:

Any candidate who has been recommended by the Head Varsity Coach of the program as a "volunteer" MUST complete an online application and comply with all the training requirements and background checks required by Pickerington Local School District and hold or obtain a valid Pupil Activity Permit (PAP).

POSITION NO. 5.00

PICKERINGTON LOCAL SCHOOL
DISTRICT
JOB DESCRIPTION

TITLE:	HEAD ATHLETIC COACH	REPORTS TO:	Principal or designee
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TRAINING

- QUALIFICATIONS**
- Employment as a teacher or substitute teacher in Pickerington Local School District preferred
 - The ability to organize and supervise a total sports program
 - Previous successful coaching experience in assigned sport (major sports)
 - Pupil activity permit
 - NFHS (National Federation of State High School Association) Certification
 - Background check
 - CPR Certification
 - Lindsay's Law (Renewed Annually)
 - Strength Training certification (to receive the supplemental)
 - Knowledge and background for the assigned sport
 - Concussions in Sport Certificate
 - Such alternatives to the above qualifications as the Board may find appropriate and acceptable

REQUIRED SKILLS AND ABILITIES

- **Communication Skills:** Must be able to read, analyze, and interpret information relevant to the position, including being able to speak effectively to small and large groups of people, and to communicate clearly and concisely both orally and in writing
- **Leadership Ability:** Must be able to articulate a vision and mission for the district and provide the appropriate direction, guidance, and management skills to achieve them
- **Mathematics Skills:** Must have the ability to work with basic mathematical and computational concepts
- **Reasoning Ability:** Must be able to define problems, collect data, establish facts, and draw valid conclusions
- **Technology Skills:** Able to effectively use, as it applies to your specific job function, typical office applications and computer programs such as word processing, spreadsheets, and presentations; must be able to use email

PERSONAL QUALIFICATIONS

- Demonstrates enthusiasm and a sincere desire to aid and ensure the safety of all
- Is able to accept constructive criticism/feedback
- Demonstrates professional tact and diplomacy with administrators, staff, teachers, students, parents and the diverse community
- Is conscientious and assumes responsibility for ones own work performance
- Anticipates problems and unforeseen events and deals with them in an appropriate manner
- Demonstrates an ability to make proper decisions when required
- Demonstrates loyalty to the administrative team
- Possesses high moral character and a good attendance record
- Promotes good social relationships as well as promoting good public relations by personal appearance, attitude and conversation
- Participates in appropriate professional organizations and their activities
- Maintains a calm attitude and sense of control at all times
- Maintains a high level of ethical behavior and confidentiality of information
- Possesses the ability to be flexible and adaptable to changing situations

The Pickerington Local School District is an Equal Opportunity Employer. Pickerington Local School District ensures equal employment opportunities regardless of race, creed, sex, color, national origin, religion, age, sexual orientation, disability, citizenship status, political affiliation, marital status or other human differences. The District has a policy of active recruitment of qualified minority employees.

Adoption date: June 11, 2001
Revised: June 5, 2019

POSITION NO. 5.00

JOB GOAL	To instruct athletes in the fundamental skills, strategy and physical training necessary for them to realize a degree of individual and team success. At the same time the student shall receive instruction that will lead to the formulation of moral values, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence
WORK ENVIRONMENT CHARACTERISTICS/ CONDITIONS	<p>The work environment characteristics described here are not listed in order of importance, and are representative of those an employee encounters while completing the duties and responsibilities of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties and responsibilities. The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position.</p> <ul style="list-style-type: none"> - Occasional work that may extend beyond the normal workday - Occasional exposure to blood, bodily fluids, and tissue - Occasional operation of a vehicle under inclement weather conditions - Occasional interaction among unruly children/adults - Many situations that require hand motion, e.g., computer keyboard, typing, writing - Consistent requirements to sit, stand, walk, hear, see, read, speak, reach, stretch with hands and arms, crouch, kneel, climb and stoop - Consistent requirements to lift, carry, push, and pull various supplies and/or equipment up to a maximum of 50 pounds
DUTIES AND RESPONSIBILITIES	<ol style="list-style-type: none"> 1. Has a thorough knowledge of all the athletic policies approved by the Pickerington Board of Education and is responsible for its implementation by the entire staff of the sports program 2. Has knowledge of existing system, state OHSAA (Ohio High School Athletic Association) league regulations, implements them consistently and interprets them for staff 3. Understands the proper administrative line of command, refers all requests or grievances through proper channels and is aware of all public/staff/departmental meetings that require attendance
<u>Staff Responsibilities</u>	<ol style="list-style-type: none"> 1. Establishes the fundamental philosophy, skills and techniques to be taught by staff, designs conferences, clinics and staff meetings to ensure staff awareness of overall program 2. Trains and informs staff; encourages professional growth through clinic attendance 3. Delegates specific duties, supervises implementation and, at season's end, analyzes staff effectiveness and evaluates all assistants 4. Maintains discipline, adjusts grievances and works to increase morale and cooperation
<u>Administrative Duties</u>	<ol style="list-style-type: none"> 1. Assists the Athletic Administrator in scheduling, providing transportation and requirements for tournament and special sports events 2. Assists in the necessary preparation for holding scheduled sports events or practices, adheres to scheduled facility times and coordinates with maintenance and school employees 3. Provides documentation to fulfill state and system requirements concerning physical examinations, parental consent and eligibility 4. Provides proper safeguards for maintenance and protection of assigned equipment sites 5. Advises the Athletic Administrator and recommends policy, method or procedural changes

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Adoption date: June 11, 2001
Revised: June 5, 2019

POSITION NO. 5.00

- Student Responsibilities
1. Provides training rules and any other unique regulations of the sport to each athlete who is considered a participant
 2. Provides assistance, guidance and safeguards for each participant by his/her presence at all practices, games and while traveling
 3. Initiates programs and policies concerning injuries, medical attention and emergencies
 4. Directs student managers, assistants and statisticians
 5. Determines disciplines, delineates procedures concerning due process when the enforcement of discipline is necessary and contacts parents when a student is dropped or ineligible
 6. Assists athletes in their college or advanced educational selection

- Finance and Equipment
1. Participates in budgeting function with the Athletic Administrator by establishing requirements for the next season, recommends equipment guidelines as to type, style, color or technical specifications and is responsible for operating within budget appropriations
 2. Is accountable for all equipment and collects the cost of any equipment lost or not returned and arranges for issuing, storing and reconditioning of equipment and submits annual inventory and current records concerning same
 3. Monitors equipment rooms and coaches' office, authorizing who may issue or requisition equipment
 4. Permits the athletes to only be in authorized areas of the building at the appropriate times
 5. Examines locker rooms before and after practices and games, checking on general cleanliness of the facility and is responsible for the cleanliness and maintenance of specific sport equipment
 6. Secures all doors, lights, windows and locks before leaving building if custodians are not on duty
 7. Instills in each player a respect for equipment and school property, its care and proper use

- Public Relations
1. Organizes parents, coaches, players and guests for pre-season meeting
 2. Promotes the sport within the school through recruiting athletes that are not in another sports program and promotes sports outside the school through news media, Little League programs, or in any other feasible manner
 3. Has responsibility for quality, effectiveness and validity of any oral or written release to local media
 4. Has responsibility for maintaining good public relations with news media, booster club, parents, officials, volunteers and fans
 5. Presents information to news media concerning schedules, tournaments and results
 6. Performs other duties as defined by the building principal

TERMS OF EMPLOYMENT	Current school year
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Adoption date: June 11, 2001
Revised: June 5, 2019

**PICKERINGTON LOCAL SCHOOL DISTRICT
JOB DESCRIPTION**

TITLE:	ASSISTANT ATHLETIC COACH (JUNIOR HIGH AND HIGH SCHOOL)	REPORTS TO:	Principal or designee
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TRAINING QUALIFICATIONS

- Employment as a teacher or substitute teacher in Pickerington Local School District preferred
- Previous successful coaching experience in assigned sport is desirable
- Knowledge and background in the assigned sport
- Pupil activity permit
- NFHS (National Federation of State High School Association) Certification
- CPR training
- Concussions in Sports Certificate
- Lindsay’s Law (Renewed Annually)
- Strength Training certification (to receive the supplemental)
- Background check
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

REQUIRED SKILLS AND ABILITIES

- Communication Skills: Must be able to read, analyze, and interpret information relevant to the position, including being able to speak effectively to small and large groups of people, and to communicate clearly and concisely both orally and in writing
- Leadership Ability: Must be able to articulate a vision and mission for the district and provide the appropriate direction, guidance, and management skills to achieve them
- Mathematics Skills: Must have the ability to work with basic mathematical and computational concepts
- Reasoning Ability: Must be able to define problems, collect data, establish facts, and draw valid conclusions
- Technology Skills: Able to effectively use, as it applies to your specific job function, typical office applications and computer programs such as word processing, spreadsheets, and presentations; must be able to use email

PERSONAL QUALIFICATIONS

- Demonstrates enthusiasm and a sincere desire to aid and ensure the safety of all
- Is able to accept constructive criticism/feedback
- Demonstrates professional tact and diplomacy with administrators, staff, teachers, students, parents and the diverse community
- Is conscientious and assumes responsibility for ones own work performance
- Anticipates problems and unforeseen events and deals with them in an appropriate manner
- Demonstrates an ability to make proper decisions when required
- Demonstrates loyalty to the administrative team
- Possesses high moral character and a good attendance record
- Promotes good social relationships as well as promoting good public relations by personal appearance, attitude and conversation
- Participates in appropriate professional organizations and their activities
- Maintains a calm attitude and sense of control at all times
- Maintains a high level of ethical behavior and confidentiality of information
- Possesses the ability to be flexible and adaptable to changing situations

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Adoption date: June 11, 2001
Revision date:

POSITION NO. 5.01

- JOB GOAL**
- To carry out the aims and objectives of the sport program as outlined by the head coach
 - To instruct athletes in individual and team fundamentals, strategy and physical training necessary for them to realize a degree of individual and team success

- WORK ENVIRONMENT CHARACTERISTICS/ CONDITIONS**
- The work environment characteristics described here are not listed in order of importance, and are representative of those an employee encounters while completing the duties and responsibilities of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties and responsibilities. The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position.
- Occasional work that may extend beyond the normal workday
 - Occasional exposure to blood, bodily fluids, and tissue
 - Occasional operation of a vehicle under inclement weather conditions
 - Occasional interaction among unruly children/adults
 - Many situations that require hand motion, e.g., computer keyboard, typing, writing
 - Consistent requirements to sit, stand, walk, hear, see, read, speak, reach, stretch with hands and arms, crouch, kneel, climb and stoop
 - Consistent requirements to lift, carry, push, and pull various supplies and/or equipment up to a maximum of 50 pounds

- DUTIES AND RESPONSIBILITIES**
1. Has a thorough knowledge of all the athletic policies approved by the Pickerington Board of Education and is responsible for its implementation
 2. Has knowledge of existing system, state and OHSAA (Ohio High School Athletic Association) league regulations, implements them consistently
 3. Understands the proper administrative line of command, refers all requests or grievances through proper channels and is aware of all public/staff/departmental meetings that require attendance
 4. Maintains discipline and works to increase morale and cooperation within the school sports program

- Administrative Duties
1. Assists the head coach in scheduling, providing transportation and requirements for tournament and special sports events
 2. Assists in the necessary preparation for holding scheduled sports events or practices, adheres to scheduled facility times and coordinates with maintenance and school employees
 3. Provides documentation to the Athletic Administrator to fulfill state and system requirements concerning physical examinations, parental consent and eligibility
 4. Provides proper safeguards for maintenance and protection of assigned equipment sites

- Student Responsibilities
1. Provides training rules and any other unique regulations of the sport to each athlete who is considered a participant
 2. Provides assistance, guidance and safeguards for each participant by his/her presence at all practices, games and while traveling
 3. Directs student managers, assistants and statisticians of respective teams
 4. Determines disciplines, delineates procedures concerning due process when the enforcement of discipline is necessary and contacts parents when a student is dropped or ineligible

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Adoption date: June 11, 2001
Revision date:

POSITION NO. 5.01

Equipment and Facilities

1. Is accountable to the head coach for all equipment, collects the cost of any equipment lost or not returned, arranges for issuing and storing of equipment and submits to head coach an annual inventory and current records concerning same
2. Recommends to head coach budgetary items for next year in his/her area of the program
3. Monitors equipment rooms and coaches' office and authorizes who may enter
4. Permits the athletes to only be in authorized areas of the building at the appropriate times
5. Examines locker rooms before and after practices and games, checking on general cleanliness of the facility and is responsible for cleanliness and maintenance of specific sport equipment
6. Secures all doors, lights, windows and locks before leaving building
7. Instills in each player a respect for equipment and school property, its care and proper use

Program

1. Assists the head coach in carrying out of his/her responsibilities
2. Makes press releases and school announcements in regard to their team through the head coach
3. Instructs team members as to changes in the rules and to teach fundamentals of the sport as outlined by the head coach
4. Maintains a record of team statistics and requirements for lettering (for both head coach and Athletic Administrator)
5. Works within the basic framework and philosophy of the head coach of that sport
6. Attends all staff meetings and carries out scouting assignments as outlined by the head coach
7. Arrives early enough before practice, contests and meetings in order to adequately prepare and remain long enough afterwards to help players with problems or become involved in staff discussions
8. Helps in the planning and implementation of both in-season and out-of-season conditioning and weight programs
9. Criticizes, admonishes and/or argues with head coach only in a private setting
10. Strives to improve skills by attending clinics and using resources made available by head coach
11. Attends most of the contests, when possible, of other teams in the program
12. Performs other duties as defined by the building principal

TERMS OF EMPLOYMENT	Current school year
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Adoption date: June 11, 2001
Revision date:

PICKERINGTON LOCAL SCHOOL DISTRICT
ATHLETIC STIPEND REQUEST
POST-SEASON CONDITIONING STIPEND REQUEST

Coach Name: _____ **Position:** _____
Please Print (Head Coach / Asst. Coach)

Sport: _____ **Date:** _____ **Employee ID#** _____

Stipends are to be paid according to the OHSAA post-season tournament schedule:

Sport	FTE	Weeks*	Weekly Stipend
Football	9	3	\$100
Fall Cheer	1	3	\$100
Band	1	3	\$100
Baseball	2	2	\$100
Softball	2	2	\$100
Basketball (Girls & Boys)	2	2	\$100
** Winter Cheer	2	2	\$100
Soccer (Girls & Boys)	2	2	\$100
Volleyball (Girls)	2	2	\$100
Volleyball (Boys)	1	1	\$100
Wrestling	1	1	\$100
Swimming (Girls & Boys)	1	1	\$100
Tennis (Girls & Boys)	1	1	\$100
Golf (Girls & Boys)	1	1	\$100
Track (Girls & Boys)	2	1	\$100
Cross Country (Girls & Boys)	2	1	\$100

* Weekly stipends are paid the final number of identical weeks of the OHSAA post-season tournament schedule.

** Cheerleading also applies to Basketball, equivalent of final 2 weeks of OHSAA post-season. However, a Cheer Coach may NOT double count a week of prep for both girls/boys. (ex. Boys Regional Week / Girls State Tournament). Week is ONE week.

Total Weeks of Post-Conditioning _____ @ \$100 = _____

Signature

Date:

Signature of Athletic Director

Date

PICKERINGTON LOCAL SCHOOL DISTRICT ATHLETIC ACTIVITY TRIP FORM

SCHOOL: _____ TEAM: _____

COACH/DIRECTOR: _____

DATE(S) OF TRIP: _____

LOCATION OF TRIP: _____

MEANS OF TRANSPORTATION: _____

TRIP ITINERARY:

FUNDING OF TRIP: _____

Please complete in advance of your scheduled trip(s) and return to the Building Athletic Director for Board Approval.

Athletic Department Out of Town Reimbursement: Meals and Lodging

The PLSD Athletic Departments will provide a food/travel reimbursement or cash advance under the following circumstances:

- A Food/Travel reimbursement or cash advance will only apply to a team/Individual who is competing for a State Championship (Final 4).
- Reimbursements or advances for food/meals will be made up to \$10.00 per student athlete and \$10 per coach, per day (Competing Athletes and Varsity Coaching Staff Only). These will be provided to the athletic team using Athletic Department funds.
 - o The meal must be planned ahead of time so the Athletic Department has ample time to request a purchase order.
 - o Coaches will not be reimbursed for this meal unless agreed upon before the purchase, and the coach must submit receipts and a final expense report documenting all expenditures made.
- Hotel accommodations paid by the Athletic Department will only be considered at the State Championship level where the venue is further than 75 miles from Pickerington North/Pickerington Central.
 - o Hotel accommodations paid by the Athletic Department will take into account the start time of the event.
 - o The Athletic Director at each school will make the final decision on if Hotel Rooms will be funded with Athletic Department funds.



POLICIES

Pay-to-Participate Information

High School Athletics	\$275	Strings	\$35	High School Clubs	
Junior High Athletics	\$155	Chorale	\$75	Junior High Clubs	
Marching Band (Includes \$50 Uniform Replacement Fee)	\$150	Theatre	\$75	Academic Related	\$35
		Dance Team	\$75	Service Related	\$25
				Recreation Related	\$15
				Ski Related	\$35

Please refer to the Board of Education Policy 2432.04 AG for more information.

- Payments may be made by check, money order, cash, or credit card. Make checks payable to Pickerington Local School District. Payments may be made in one or two installments (see schedule at the bottom). School buildings will announce the times and places to make payments.
- All school fees from previous years must be paid in full in order to participate.
- A returned (NSF) check or non-payment will render the student ineligible to participate (including practice) until the fee is paid in full. An additional fee will be assessed for a returned check. Payments for returned checks may be made by money order, cash, or credit card.
- Students participating in athletics, co-curricular activities, theatre, and music may not participate in practice, contests, or even scrimmages until the payment is received or arrangements for payment have been made.
- Students who do not pay a minimum of 50% by the first payment date and do not pay their fees in full by the second payment date, will be removed from all participation until the payment is made.
- Students participating in two or more sports in the same season will pay the standard fee of \$275 for high school or \$155 for junior high for the first sport and \$140 for high school or \$80 for junior high for any subsequent sports in the same season.

Athletic Fee Payment Options

High School (\$275)

One Payment	\$275
Two Payments	\$140 / \$135

Junior High (\$155)

One Payment	\$155
Two Payments	\$80 / \$75

Athletic Fee Payment Dates

Fall Sports

Winter Sports

Spring Sports

Full or First Payment

August 22, 2025

November 21, 2025

March 20, 2026

Second Payment

September 19, 2025

January 16, 2026

April 24, 2026

Pay-to-Participate Fee Guidelines

- Those athletes who quit before the season starts (first game) fees will be \$0 and they will owe nothing.
- Those athletes who quit after the first game will owe \$275/\$155 or whatever their fees were reduced to if they had a reduction.
- An athlete who is dismissed from the team for violations of athletic policies will owe \$275/\$155 or whatever their fees were reduced to if they had a fee reduction.
- An athlete who is academically ineligible at the start of the season, but chooses to practice, will owe \$275/\$155 or whatever their fees are should they be granted a fee reduction.
- An athlete who becomes ineligible at interims will owe \$275/\$155 or the approved amount should they have been granted a fee reduction.
- An athlete who becomes ineligible at the end of the nine weeks will owe \$275/\$155 or whatever their fees were reduced to should they have been granted a fee reduction.
- An athlete who is injured prior to the first game will receive a full refund should they not return during the season.
- An athlete who is injured after the first game and does not return will owe \$137.50/\$77.50 or half their fee should they have been granted a fee reduction. Medical documentation will be required.
- An athlete who is hurt at the start of the season and does not begin participating until midway through the season will owe \$137.50/\$77.50 or half their fee should they have been granted a fee reduction. Medical documentation will be required.

Pickerington Local Schools Athletic Staffing Rationale

Sport	Ratio (Participants:Coach)	Other Circumstances
Baseball		1 coach per level (Varsity, JV, Freshmen, 8 th and 7 th) min of 11 to field a team
Basketball (Boys & Girls)		1 coach per level (Varsity, JV, Freshmen, 8 th and 7 th) min of 7 to field a team
Bowling	10:1	Min of 5 to field a team
Cheerleading (Fall/Winter)		1 coach per level (Varsity, JV, Freshmen, 8 th and 7 th) Min number to field a team at AD's discretion
Cross Country (Boys & Girls)	12:1	Min of 5 to field a team
Football	15:1	
Golf (Boys & Girls)		1 coach per level (Varsity, JV, Freshman, 7 th &8 th grade combined) min of 5 to field a team
Lacrosse (Boys & Girls)		1 coach per level (Varsity, JV, 7 th &8 th grade combined) min of 12 to field a team
Soccer (Boys & Girls)		1 coach per level (Varsity, JV, Freshmen) min of 13 to field a team
Softball		1 coach per level (Varsity, JV, Freshmen, 8 th and 7 th) min of 11 to field a team
Swimming	10:1	Dive contract as needed Min of 6 to field a team
Tennis (Boys & Girls)		1 coach per level (Varsity, JV, 7 th &8 th grade combined) Varsity min of 7; JV min of 4 to field a team
Track (Boys & Girls)	18:1	Pole Vault contract as needed
Volleyball (Boys & Girls)		1 coach per level (Varsity, JV, Freshmen, 8 th and 7 th) min of 8 to field a team
Wrestling	10:1	Wrestling Supervisor Stipend is to be awarded to an individual who is not receiving a coaching contract. Min of 7 to field a team

Adjustments will be made at ± 3 increments.

Staff Conduct and Expectations

All staff members have a responsibility to make themselves familiar with, and to abide by, the laws of the state of Ohio and the negotiated agreement, the policies of the Board and the administrative regulations designed to implement them.

The Board expects staff members to conduct themselves in a manner which not only reflects credit to the District, but also presents a model worthy of emulation by students. All staff members serve in a high-profile position, and as such must monitor how they conduct themselves, not just in dealing with students, but with the community as well. It is vitally important that we ensure the moral and ethical strength of our district.

Staff members must understand the importance of their position, both as role models to the students and as representatives of the District. All District employees shall display outstanding character and integrity.

All staff members are expected to carry out their assigned responsibilities. Essential to the success of ongoing operations and the instructional program are the following specific responsibilities which are required of all personnel.

Coach Expectations:

- Follow all PLSD and OHSAA rules and regulations.
- Promote and enforce the Athletic Code of Conduct at all times.
- Know the rules of your sport and follow them at all times.
- Maintain open and honest communication with student-athletes, parents, and coaches.
- Create and maintain a safe and healthy environment for student-athletes.
- Model good sportsmanship at all times.
- Respect your opponents and the officials at all times.
- Enforce consequences for student-athletes who do not exhibit good sportsmanship.
- Focus your attention on your program, not others.
- Head Coach to notify the Athletic Administrator of all new students to your program.

Staff members shall adhere to:

- the daily time schedule.
- the policies of the Board and regulations of the administration.
- the care and protection of District property.
- the concern and attention toward their own and the District's legal responsibility for the safety and welfare of students, including the need to ensure that students are under supervision at all times.

- the submission of required reports promptly at the time specified.
- the enforcement of all scholastic eligibility requirements, NFHS Code of Ethics, OHSAA Bylaws, student Code of Conduct regulations, Board of Education policies and School District Administrative Guidelines.

Staff members shall refrain from:

- bringing a deadly weapon or dangerous ordnance into a school zone.
- using profanity at any time while in the presence of students.
- using tobacco, electronic cigarettes, alcohol, or illegal/unauthorized drugs while students are under their supervision.
- requiring a student to participate in a non-school sponsored activity as a condition of participation or playing time for the school sponsored activity.
- using technology to promote inappropriate communication with students.

Staff Conduct – Criminal Offense

A Coach who is arrested and/or convicted of a criminal offense, may face employment-related consequences commensurate with the seriousness of the offense. To this end, the District reserves the right to review the aggravating or mitigating circumstances involved in the arrest or conviction when deciding upon discipline. This could include skipping one or more levels of progressive discipline (noted below) and imposing more severe discipline, up to and including termination from employment, when deemed appropriate. These expectations are enforced year-round. Any consequences will be applied during the Coaches next season, if the offense is committed out of season, and during season, if committed in season.

Notwithstanding the District's right to accelerate discipline based upon the facts and circumstances of each situation, the following general parameters shall apply:

First Offense

- Letter of discipline from Human Resources placed in personnel file.
- Revocation of the right to transport students in conjunction with any curricular or extra-curricular activity of the District.
- Suspended without pay for 20% of the athletic season.
- Completion of intervention requirements established by administration.

Second Offense

- Letter of discipline from Human Resources placed in personnel file.
- Mandatory professional counseling at coach's own expense.
- Completion of intervention requirements established by administration.
- Suspended without pay for 50% of the athletic season.

Third Offense

- Mandatory non-renewal of supplemental coaching contract if offense occurs out of season.
- Mandatory termination of supplemental coaching contract if offense occurs during season.

Nothing herein shall impede or limit the Board of Education's right to not renew or terminate a coach's supplemental contract. Further, these provisions shall not set any precedent or guidelines on how the District may address other acts of misconduct, arrests or convictions for other criminal offenses committed by a Coach.



GENERAL INFORMATION

Board of Education Recognition Activities

The Board of Education recognizes students and staff for exceptional academic, athletic, extracurricular, and other achievements that bring significant positive attention, honor, and pride to Pickerington Schools.

The following general guidelines have been developed to identify activities and accolades that meet the intent of the board of recognizing the best of Pickerington Schools. These guidelines are flexible to allow for the evaluation of unique achievements on their individual merits.

Recognition responsibilities

- A. Teachers, coaches, principals, and other staff members should notify the Public Relations Department, and Office of the Superintendent or designee about deserving students. The Administration and Board of Education members also may recommend individuals and groups for recognition.
- B. The Superintendent and Public Relations Director will review recommendations and place them, as appropriate, on a future Board of Education meeting agenda.
- C. The Administration will develop certificates of recognition for presentation at a board meeting.
- D. Unless otherwise determined by the Board of Education, awards are presented by the Board of Education President and Superintendent.
- E. Those being honored may be further recognized with photos and/or stories on the district's social media and/or website.
- F. Board recognition for athletics and extracurricular achievements generally will occur at the end of each season (three times per year). Other presentations will occur as practical.

Criteria

Criteria for high school athletic teams and club sport teams

- Any team/club sport that qualifies to participate in state level competition (includes regional champions); recognition to be delayed until after states
- Team GPA award to highest male and female teams
- Significant state or national awards (e.g., highest team GPA in state)

Criteria for individual high school athletics (including club members)

- Individuals who qualify to participate in state-level competition (includes regional champions); recognition to be delayed until after states

- All-Ohio honors
- Academic All-American
- 12 letters earned by an individual student
- Significant state or national awards (e.g., state player of the year, Archie Griffin, etc.)

High school band and music

- State qualifying ensembles (marching band = November; concert band = April)
- Groups and individuals achieving Superior ratings at State Competition (solo & ensembles: Feb/Mar; junior highs: Apr/May)
- Individuals achieving All State Band, Orchestra, or Choir Ensembles (August)
- Other state and national achievements (e.g., Ohio State Fair Youth Choir/Band)

Student academic / artistic achievements (individual or group)

- Placing in top five in national or international competitions (e.g., National Spelling Bee)
- Placing in top two in any statewide academic competition
- Select significant state or national awards (e.g., Buckeye Boys/Girls State, Governor's Art Show, etc.)
- School-related achievements and activities that bring significant honor and/or positive attention to Pickerington Schools (e.g., perfect ACT/SAT score)
- National Merit Scholar Semi-Finalists and Finalists
- National Achievement Scholars
- Top 10 students in annual high school graduating class

Staff achievements

- Significant state, national or international recognition (e.g., National/State Teacher/Coach of the Year)
- Exceptional achievements and distinct activities (in and out of the classroom) that bring significant honor and/or positive attention to Pickerington Schools
- Professional achievements and recognitions that go "above and beyond" standard expectations

School achievements

- Significant state or national awards
- Unique academic achievements and activities that bring significant honor and/or positive attention to Pickerington Schools
- Achievements and recognitions that go "above and beyond" standard expectations

Community (individual and organization)

The “Friend of Pickerington Schools” is a one-time* award presented to external individuals and organizations for exceptional support of and contributions to Pickerington Schools. To be recognized with this award, the individual or organization should have exhibited significant, repeated, positive support of the students, staff, and schools of the district. Ideally, this support should have a measurable positive effect on Pickerington students, staff, or schools. These awards are made at the Board of Education’s discretion.

Calamity Days

On days we do not have school due to weather conditions the following procedures are followed:

A. Junior High

- All games and practices are cancelled

B. High School

- **Practices**
 - If teams can practice after 12:00 p.m. (NOON) if approved by the Superintendent or Designee.
- **Games**
 - Are handled on an individual basis (as other districts are involved)
 - Games can be played with the approval of the Superintendent or designee and the opposing school
- **Out of Season Programs**
 - All activities - weight room, conditioning, open gym, etc. are cancelled.

C. Early Dismissal - If school dismisses early:

- All evening activities are cancelled
- High School teams can practice with approval of the superintendent or designee, if they practice immediately after dismissal without going home and returning

Camps

- A. Sponsored through School
 - a. All money goes in a sport specific account
 - b. A PO is needed to spend money from the account
 - c. Requirements
 - i. Camp brochure needs to be approved
 - ii. Board agenda as information only
 - iii. Camp workers need to be Board approved with amount to be paid
 - iv. Timesheets need to be signed and turned in for payment
 - d. Camp brochures are to be distributed to only the schools that feed your High School
- B. Sponsored through the Booster Club
 - a. Coaches cannot be paid
 - b. Money is deposited with the Booster Club
 - c. The Booster Club needs to work with the Business Department to complete facility use paperwork
 - d. Camp brochure needs to be approved; the brochure needs to clearly denote the camp as the (Booster Club) fundraiser
 - i. Board agenda as information only
 - ii. Important statements that need to be included on brochure:
 - 1. "this is not a PLSD sponsored event"
 - 2. "this is an event sponsored by the (Booster Club) and any and all proceeds from the camp will be used to support the (Program)"
 - e. Camp brochures are to be distributed to only the schools that feed your High School
- C. Sponsored On your Own (Private Individual), On Campus or Off Campus
 - a. Title/name of the camp cannot contain the name of PLSD or any of its schools; the camp must clearly be referred to as the "John Doe Basketball Camp", for example.
 - b. If the camp is using PLSD facilities, will need to rent the PLSD facility(ies) for \$25 per day per field/court/room. If the camp is using outside facilities (ex. PYAA fields, local YMCA, etc.), will need to work with the owners of that facility and meet all of their requirements (ex. rental charges, insurance, etc).
 - c. Will need to pay custodial fees, if applicable - PLSD custodial fees are \$27/hour; outside facilities per terms and agreement with outside facilities

- d. If using PLSD facilities, will need to provide insurance certificate naming PLSD as additionally insured. If using outside facilities, will need to meet the terms and requirements per the agreement with the outside facility.
- f. Camp brochure needs to be approved
 - i. Board agenda as information only
 - ii. Important statements that need to be included on brochure:
 - 1. “this is not a PLSD sponsored event”
 - 2. “this is an event sponsored by the John Doe Basketball Camp; all proceeds from the camp are paid to the John Doe Basketball
 - iii. Camp brochures are to be distributed to only the schools that feed your High School

Banquets

All athletic banquets must be held on school grounds, unless prior written approval from the Athletic Administrator has been received.

There will be no custodial fees, unless the kitchen area is needed as part of the request to use the school facility. In that case, there would be a fee for use of the kitchen. Should the banquet be at times when custodians are not on duty and requiring the hiring of a custodian specifically for the banquet, the procedure will be revisited.

A coach's responsibility includes:

- Turning in all lettering requests into the athletic office in a timely manner.
- Verify all lettering information received from the athletic office prior to the banquet.
- Preview any program that is to be distributed at the banquet.
- Preview any video that will be shown at the banquet.
- Review any seating arrangements for the banquet.
- Review any additional awards that may be distributed at the banquet.
- Review any display of banners that may be displayed at the banquet.
- Review any decision(s) that may impact the banquet.
- Under no circumstances will public funds be expended for the purchase of alcoholic beverages.

Mileage Reimbursement

The Head Coach is eligible for mileage reimbursement for the following trips:

- Attendance at OCC Executive Meeting
- Attendance at OCC All-League Meeting
- Attendance at District meeting (selection of all District teams)
- Use of personal vehicles to transport equipment to events when not provided by the District

Indoor Track Guidelines

PROGRAM	STUDENTS	COACHES
<ul style="list-style-type: none"> • To be used as a pre-season conditioning program for our outdoor track team • Facility use will be scheduled with the Athletic Administrators, as any other out- of-season program • Transportation will not be provided • No participation fees • No recognition of accomplishments at the end of the indoor season • All trips will be done at the expense of the student athletes as no District funds will be used to support the trips financially 	<ul style="list-style-type: none"> • High School athletes can wear school uniforms; Junior High athletes will run as an independent or have a Junior High coach supervise the meet • Entry fees will be the responsibility of the individual athletes • Only our PLSD athletes can participate • Student athletes who choose to participate outside of the school program will not be allowed to work-out and/or run with the school team until the start of the outdoor track season in March 	<ul style="list-style-type: none"> • Only those Coaches that are board approved outdoor track Coaches can work with our athletes • There will be no supplemental pay for the Coaches, other than the 10-day stipend for the Head Coaches of our outdoor track programs • Coaches will have to check the athletes' grades and schedules to determine their eligibility and to monitor their grades for the outdoor track season that begins in March • All students participating will need a current physical that will be checked by the Coach



ATHLETIC TRAINERS

COACHES RESPONSIBILITIES WITH INJURY PROCEDURE

- Make sure all participating student athletes register on Final Forms and have a current physical on file with the athletic department prior to 1st mandatory practice/tryouts.
- If a coach wishes to have a first aid kit for away games, then they must let the athletic trainers know so they can check out a kit with the necessary supplies.
- Report injuries that occur off-site to the athletic trainers on the day the injury occurs, with the details of the injury.
- Contact athlete's parents with injury details and recommend follow up with Sports Medicine Staff if not emergency situation.
- Have emergency medical forms accessible to them at all times (electronic or hard copy).
- Notify the athletic training staff of any changes in practice or game schedules at least 24 hours in advance. Any unreported changes in schedule could result in a lack of athletic training coverage.
- Check the facility for safety concerns prior to the start of the season.
- If an athlete sees a physician, they must provide a note to the AT staff stating injury and participation status before returning to practice or game.
 - This is also needed if an athlete misses half or all of season and requests fees refund. AT's can't help if don't have documentation.
- Coaches/Parents have access to Healthy Roster, the electronic medical record system (EMR) where all injuries are tracked and updated. Communication is Key!
- Any athlete who requires AT services/treatments must communicate with his/her respective AT to obtain a note or have their AT communicate with the host AT. It is the student-athlete's responsibility to also obtain supplies. Due to state law, a host AT cannot perform any treatment without a written note from the student- athletes AT.
- A copy of Standard Operating Procedures (SOP) and Emergency Action Plan (EAP) can be obtained from the ATs at any time.
- Coaches should review the SOP/EAP each season

INCLEMENT WEATHER POLICY

If you see lightning or hear thunder, all student-athletes need to be moved to their respective safe space for a minimum of 30 minutes. Please follow the OHSAA policy listed here: <https://www.ohsaa.org/sports/inclementweatherpolicy>

Additionally, if lightning is detected within 6 miles on an app, all student-athletes should be moved inside to a safe space. Please see the NATA position statement for more information. https://www.nata.org/sites/default/files/2013_lightning_position-statement.pdf

In the event of a Tornado Warning or high winds, everyone should move to a bathroom or locker room within the school. Stay away from inside areas where there are large expanses of ceiling and/or glass.

Please review respective school's standard operating procedure manual with policies in regards to lightening policy for specific venues.

HEAT ILLNESS AWARENESS

The following information on Heat Illness obtained from OHSAA website.

1. **Muscle Heat Cramps** - Occurs during or after intense exercise.
Athlete will experience acute, painful, involuntary muscle contractions typically in the arms, legs, or abdomen
Signs & Symptoms: Dehydration, Thirst, Fatigue, Sweating, Muscle cramps
What to Do:
 - Stop all activity and sit quietly in a cool place
 - Drink water or a sports drink
 - Do not engage in exercise/strenuous activity for a few hours after cramps subside, as this may lead to heat exhaustion or heat stroke.
 - Seek medical attention if heat cramps do not subside in one hour.

2. **Heat Syncope** - Occurs as result of exposure to high temperatures. Typically occurs during the first five days of acclimation to physical activity in the heat; may also occur after a long period of standing after physical activity.
Signs & Symptoms: Dehydration, Fatigue, Fainting, Lightheadedness, Tunnel Vision, Pale or sweaty skin, Decreased pulse rate
What to do:
 - Lie down in a cool place
 - Drink water or a sports drink.

3. **Heat Exhaustion** - The inability to continue exercising that is associated with heavy sweating, dehydration, energy depletion, and sodium loss.

*Frequently occurs in hot, humid conditions

Signs and Symptoms: Normal or elevated body-core temp (97-104°F), Dehydration, Dizziness/Lightheadedness, Headache, Nausea/Diarrhea, Weakness, Persistent muscle cramps, Profuse sweating, Chills, Cool/clammy skin

What to Do:

- Seek medical attention immediately if symptoms are severe, the athlete has existing heart problems or high blood pressure.
- You may attempt to cool the athlete using: cool, water/sports drink (as directed by physician), rest, cool shower/bath/sponge bath, moving to an air-conditioned environment, and wearing lightweight clothing.

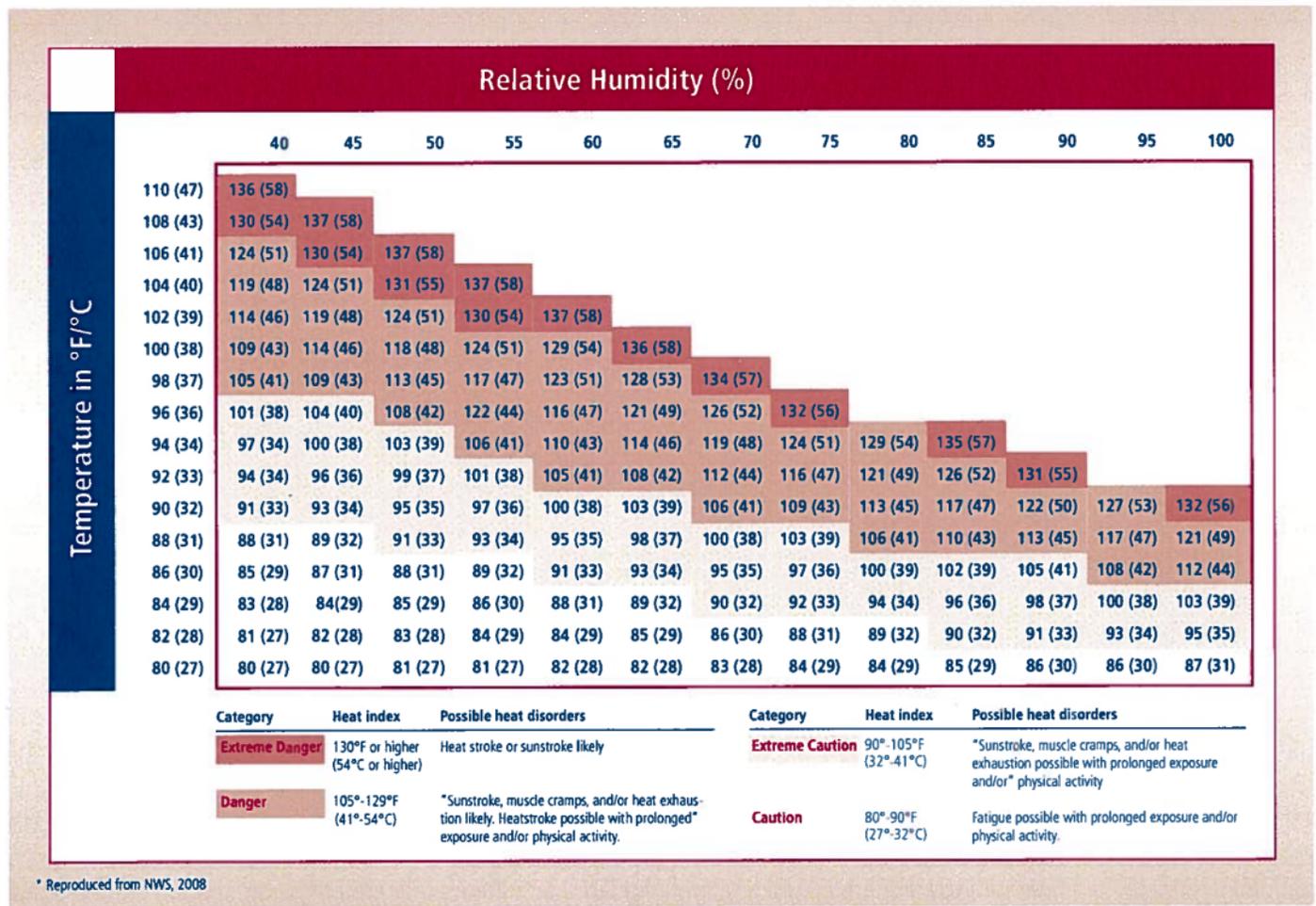
4. **Heat Stroke** - Life-threatening unless promptly recognized and treated. Occurs as a result of prolonged heat exposure while engaging in physical activity. Symptoms are a result of the body shutting down when it is no longer able to regulate temperature naturally.

Signs & Symptoms: Same symptoms as Heat Exhaustion with high body-core temp (>104°F), Change in mood, Hot and wet or dry skin, increased heart rate, confusion

What to Do:

- If any symptoms are evident-CALL 9-1-1 or seek immediate medical assistance.
- Move the athlete to a shady area.
- Cool the athlete rapidly using whatever methods you can: immerse the victim in a tub of cool water; place the person in a cool shower, spray the victim with cool water from the hose, sponge the person with cool water; fan the athlete.
- Monitor body temperature and continue to cool the athlete until temp drops to 101-102°F.
- Continue until medical professionals arrive and take over, if medical attention is delayed, call the emergency room for further instructions.

Figure 10. Heat Index Chart.



Heat and concussion regulations fall in alignment with OHSAA policies as found here: <https://ohsaaweb.blob.core.windows.net/files/Sports-Medicine/SportsMedicineRegulations.pdf>

HYDRATION REPLACEMENT

POSITION STATEMENT AND RECOMMENDATIONS FOR HYDRATION TO MINIMIZE THE RISK FOR DEHYDRATION AND HEAT ILLNESS

National Federation of State High School Associations (NFHS) Sports Medicine Advisory Committee (SMAC)

DEHYDRATION, ITS EFFECTS ON PERFORMANCE, AND ITS RELATIONSHIP TO HEAT ILLNESS:

- Appropriate hydration before, during, and after physical activity is an important ingredient to healthy and successful sports participation.
- Weight loss during exercise and other physical activity represents primarily a loss of body water. A loss of just 1 to 2% of body weight (1.5 to 3 pounds for a 150-pound athlete) can negatively impact performance. A loss of 3% or more of body weight can significantly increase the risk for exertional heat-related illness. If an athlete is already dehydrated prior to beginning activity, these effects will occur even sooner.
- Athletes should be weighed (in shorts and T-shirt) before and after warm or hot weather practice sessions and contests to assess their hydration status.
- Athletes with high body fat percentages can become significantly dehydrated and over-heat faster than athletes with lower body fat percentages while working out under the same environmental conditions.
- Athletes have different sweating rates and some lose much more salt through their sweat than others. “Salty sweaters” will often have noticeable salt stains on clothing after workouts, and often have a higher risk of developing exertional muscle cramps.
- Poor heat acclimatization/fitness levels can greatly contribute to an athlete’s heat intolerance and heat illness risk.
- Certain medications, or fever, can negatively affect an athlete’s hydration status and temperature regulation, increasing the risk for heat illness.
- Environmental temperature and humidity each independently contribute to dehydration and heat illness risk.
- Clothing that is dark or bulky, as well as protective equipment (such as helmets, shoulder pads, and other padding and coverings), can increase body temperature, sweat loss and subsequent dehydration and heat illness risk.
- Even naturally dry climates can have high humidity on the field if irrigation systems are scheduled to run prior to early morning practices start. This temporary increase in humidity will continue until the water completely soaks into the ground or evaporates.
- A heat index chart should be followed to help determine if practices/contests should be modified or canceled. The NOAA National Weather Service’s heat index chart can be found at: <http://www.weather.gov/om/heat/index.shtml>

- On-site wet-bulb temperature should be measured 10-15 minutes before practices or contests. The results should be used with a heat index to determine if practices or contests should be started, modified, or stopped.
- If wet-bulb temperature measurement is not available, the heat index for your approximate location can be determined by entering your postal zip code: <http://www.ohsaa.org/heatindex/>

HYDRATION TIPS AND FLUID GUIDELINES:

- Many athletes do not voluntarily drink enough water to prevent significant dehydration during physical activity.
- Drink regularly throughout all physical activities. An athlete cannot always rely on his or her sense of thirst to sufficiently maintain proper hydration.
- Drink before, during, and after practices and games. For example:
 - Drink 16 ounces of fluid 2 hours before physical activity.
 - Drink another 8 to 16 ounces 15 minutes before physical activity. During physical activity, drink 4 to 8 ounces of fluid every 15 to 20 minutes (some athletes who sweat considerably can safely tolerate up to 48 ounces per hour).
 - After physical activity, drink 16 to 20 ounces of fluid for every pound lost during physical activity to achieve normal hydration status before the next practice or competition.
- The volume and color of your urine is an excellent way of determining if you're well hydrated. Small amounts of dark urine means that you need to drink more, while a "regular" amount of light-colored or nearly clear urine generally means you are well-hydrated. A Urine Color Chart can be accessed at: <http://at.uwa.edu/admin/UM/urinecolorchart.doc>
- Hyponatremia is a rare, but potentially deadly disorder resulting from the over consumption of water. It is most commonly seen during endurance events, such as marathons, when participants consume large amounts of water over several hours, far exceeding fluid lost through sweating. The opposite of dehydration, hyponatremia is a condition where the sodium content of the blood is diluted to dangerous levels. Affected individuals may exhibit disorientation, altered mental status, headache, lethargy, and seizures. The diagnosis can only be made by testing blood sodium levels. Suspected hyponatremia is a medical emergency and EMS (Emergency Medical Services) must be activated. It is treated by administering intravenous fluids containing high levels of sodium.

References:

https://www.nata.org/sites/default/files/fluid_replacement_for_the_physically_active.pdf

CONCUSSION MANAGEMENT

A concussion is a traumatic brain injury that alters the way your brain functions. Effects are usually temporary but can include headaches and problems with concentration, memory, balance and coordination.

Although concussions are usually caused by a blow to the head, they can also occur when the head and upper body are violently shaken. These injuries can cause a loss of consciousness, but most concussions do not. Because of this, some people have concussions and don't realize it.

Concussions are common, particularly if you play a contact sport, such as football. This injury needs time and rest to heal properly. Most concussive traumatic brain injuries are mild, and people usually recover fully.

Symptoms of Concussion:

- Headache
- Dizziness or Balance Problems
- Extreme Fatigue
- Feeling sluggish, groggy, or in a "fog" Difficulty concentrating or remembering
- Nausea or Vomiting
- Sensitivity to light and/or sound
- Double or Blurry Vision

Signs of Concussion:

- Dazed/confused or stunned
- Memory Loss pre/post impact
- Slow to respond
- Unusually tired, sad, or irritable
- Loss of Consciousness
- Behavior or Personality changes

Coaches Requirements:

- Hold current PAP permit from the ODE (Good for 3-5 years)
- Complete an online concussion training program every 3 years.
 - Available on Ohio Department of Health's web site Concussion resources:
https://nata.org/sites/default/files/concussion_management_position_statement.pdf
<https://www.ohsaa.org/concussionresources>

Ohio State Law Requirements:

- Remove an athlete exhibiting signs, symptoms, or behaviors consistent with having sustained a concussion or head injury from practice/competition.
- Prohibits an athlete to return to play on same day he/she is removed
- Prohibits coach or official from allowing an athlete to return to practice/competition from which athlete was removed or to participate in any other practice/competition until the athlete has been cleared by a physician or licensed health care provider working in collaboration with a

physician that is authorized by the school.

- Student athletes must go through a minimum 5 step return to play protocol mandated by team physician and approved licensed medical profession working under direction of team physician.
- The Concussion return to play protocol can be found in respective school's standard operating procedure manual.
- Heat and concussion regulations fall in alignment with OHSAA policies as found here: <https://ohsaaweb.blob.core.windows.net/files/Sports-Medicine/SportsMedicineRegulations.pdf>

RESOURCES AVAILABLE THROUGH OHIOHEALTH

- Each high school has 2 Athletic Trainers on staff.
- Each junior high school has 1 Athletic Trainer on staff.
- Each school has a Team Physician (AT has access to team Physician 24/7)
- Access to appointments with an OhioHealth physician within 24-48 hours, in most circumstances
 - AT's can facilitate appointment scheduling with OhioHealth Physicians
 - 614-566-GAME is also an option. This is OhioHealth Sports Medicines 24/7 injury helpline with access to Sports Medicine Physicians specializing in Primary Care, Orthopedic Injuries, and concussion management.

Athletic Trainers can help coordinate care with team physicians for respective student athletes as needed.

OhioHealth can also offer the following services:

Cardiac Screening

- Pre-screening for possible cardiac issues
- Done by appointment with OhioHealth Cardiologist
- 1 hour of free nutrition education a year per school
- Group & Individual appointments available. Contact your AT for information.

Sports Psychologist

- Available for individual & team needs. Contact your AT for information.
- 1 hour of free sports psychology education a year per school

Free CPR/PAP classes for school districts with OhioHealth Athletic Trainers'

- You must pre-register to attend the courses
<https://www.ohiohealth.com/sports-medicine-classes/>
- Registration is available at least 1 month prior to the class date.