

Haysville Middle School Bound Instructions

To access the following tasks, visit:

<https://www.usd261.com/parents-students/athletics>

2026-2027 Athletic Requirements

1. **Physical paperwork:** Print out the PPE Form and take to your athlete's physical appointment, and after you have completed all 5 pages (not including the cover page), please remember to sign ALL parent and student sections. We do have paper copies in the main office.
 - a. Must be the 9/2025 version (see bottom right corner of the document to verify).
 - b. The KSHSAA concussion form is included in the Online Registration (see below).
 - c. IF you get the paperwork from a doctor's office, it may be missing the last page (KSHSAA Eligibility Checklist). **You will be responsible for printing and submitting the last page.**
 - d. The doctor's portion must be dated April 1, 2026 or after to be eligible for the 2026-2027 school year.
 - e. Be sure to use your student's grade level for the 2026-2027 school year.
2. **Athletic Online Registration (website instructions):**
 - a. Our new registration can be found at:
<https://www.gobound.com/ks/schools/haysvillems>
 - b. For new users, please see the instructions on the following page.
 - c. Returning users will
 - i. Log in and start with green registration button and/or add a child
 - ii. If you have questions while registering click the  button at the bottom right side of the screen during registration.
 - iii. The following link has a [step-by-step guide](#) to help you through registration
 - iv. This link is a registration video.

***** **ALL OF THE ABOVE ITEMS MUST BE COMPLETED BEFORE PARTICIPATING** *****

Please direct additional questions to:

Haysville Middle School
316-554-2251

Kimberly Hansen: Athletic Director khansen@usd261.com
Taylor Baty: Athletic/Activities Secretary tbaty@usd261.com

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Haysville Middle School Athletics and Activities Registration is now on Bound!

Instructions for First Time Users

1. To find our school's home page go to: <https://www.gobound.com/ks/schools/haysvillems#>
2. From there, click on the Registration tab in the task bar and choose activities.
 - a. In order to register your student for an activity, you must have a Bound account.
3. Continue with Google or add your email address and sign-in with your Email.
4. **Create your family account**
 - a. Create your family account by entering your name, your Family last name and other requested information. You will only be asked to complete this step once. (only one parent/guardian can create a family account to claim a student)
5. **Add a child to your family**
 - a. Click on the plus button in the children section.
 - b. Click "New to Bound", enter the requested information, and then click "create child."
 - c. Find or add my child
 - i. Choose school
 - ii. Enter child's last name and then enter their student ID
 - d. Your child will be added to your family and will appear on your dashboard.
6. **Add additional guardians to your family as needed**
 - a. Click on the plus button in the Guardian section and then enter in the requested data. Be sure to change the email address for additional guardians.
 - b. You may send the Guardian an invite email, which will allow them to create their own Bound account.
 - c. As part of the invite process you will be asked to set each guardian's level of family access.

Do NOT stop here, keep going!

The next steps complete the registration process for participation!

7. Register your child for activities with their LEGAL NAME
 - a. Click on the green "Register" button on your child's family dashboard
 - b. Select School/Club
 - c. Search for or select the school in which you need to register
 - d. Select ALL POTENTIAL activities your student may participate in then click on "Begin Registration"
 - e. Continue by filling in the requested information
 - i. First Name can be the name they want on event rosters
 - ii. "School ID" is the Haysville Middle School Student ID

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- iii. Important: When you register your child, an “Account Created” email will be sent to the email address you entered. Make sure to accept the invite and create the account. This is key to receiving future communication from school faculty and coaches.
- iv. Medical Page-fill in required information
- v. Documents Page- for each document you review, click submit, then sign them digitally, and click submit. The student will need to review and sign the concussion document.
- vi. Complete registration
- f. From the family dashboard, click“...” next to the child’s name to verify the activities the child is registered for, see what “Users” have access to the child’s information, and which “Followers” are connected to the child for Bound’s messaging tool.
- g. There are no charges for registration within Bound. The \$20.00 pay to play fee can be paid by cash, card, or check in the main office.

