

先鋒中英雙語學校

Pioneer Valley Chinese Immersion Charter School

Athletic Handbook

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SCHOOL MISSION STATEMENT

The Pioneer Valley Chinese Immersion Charter School (PVCICS) prepares K- 12th grade students for academic and personal success through rigorous study and instruction aligned with the state and federal government standards, augmented with Chinese language and culture. PVCICS goals are to graduate students with excellent scholarship, high proficiency in Mandarin Chinese and English, plus sensitivity to multiple cultures. PVCICS serves the Pioneer Valley region.

ATHLETIC PROGRAM MISSION STATEMENT

Athletics is an integral part of the educational program at PVCICS. The athletic program exists for the welfare of students and the contributions it makes to their educational experience. It encompasses the philosophy, aims and objectives of the school.

Everyone is a potential athlete and should be allowed the opportunity to participate in sports, games and physical activity. The sports and athletic experience can put the player in greater harmony with one's self and the world. The victory in sports is in the participation and an increased awareness of living and exploring the fullness of life.

An athletic program is where students learn the value of good health, collaboration, fun, and building relationships. The athletic program provides opportunities for instruction, participation and growth and strives to promote healthy competition characterized by sportsmanship and teamwork. Athletics at PVCICS enhances the academic experience and, while fostering respectful relationships among the students, strengthens the community. Students are encouraged to strive to compete at the highest level their ability and performance will allow.

Accordingly, PVCICS provides varied levels of competition for each athlete. As a community, we meet the challenges of our athletic philosophy through the cultivation of the following values:

- commitment to age- and skill-appropriate coaching and competition at every level;
- commitment to achieving individual and team goals;
- commitment to diligent preparation, fair play, and self-discipline;
- commitment to exercise and competition that contributes to the development of an athlete's mental, emotional, and physical well-being.

Middle School Teams:

- Every student is provided an opportunity to play on a team. The Middle School has a no-cut policy.
- The emphasis at this level is on instruction, development, teamwork, fair play, and sportsmanship.
- Participation is a key component for Middle School teams. At this level, it is anticipated that all team members will play in every game.

- With the Athletic Director’s approval, eighth-grade students who are exceptionally proficient in a sport may try out for a high school team.

Junior Varsity Teams:

- The junior varsity level stresses learning and refining fundamental skills, game strategies, game knowledge, and rules.
- The junior varsity teams are a building block for the varsity teams.
- Participation is the hallmark of the junior varsity level. At this level, it is anticipated that an effort will be made for all team members to receive reasonable playing time over the course of the season.

Varsity Teams:

- The varsity level is an advanced level of play: students should start the season in proper condition, have the appropriate fundamental skills, and know basic strategies and all rules.
- The goal at this level is to field the strongest, most competitive team. Players may not play in every game at this level.
- This level provides an opportunity for players to prepare to play at a collegiate level .

GOVERNANCE

Pioneer Valley Chinese Immersion Charter School (PVCICS) is a member of the Massachusetts Interscholastic Athletic Association (MIAA) and as a member follows the mission, philosophy, and governing policies. The entire MIAA handbook can be viewed or downloaded at www.miaa.net. PVCICS has created this Student Athletic Handbook with some important MIAA policies and additional school policies included for our school community’s convenience.

THE MASSACHUSETTS INTERSCHOLASTIC ATHLETIC ASSOCIATION (MIAA)

MIAA is the governing body of athletics within the State of Massachusetts. Its Board of Directors is made up of Principals and Athletic Directors from various districts throughout the state. The Board of Directors and its various subcommittees establish policy for all member schools.

PVCICS is a member of the MIAA and is therefore governed by Association rules and regulations. The PVCICS Board of Directors may set additional policies, rules, and regulations. Under MIAA guidelines local communities are allowed to set their own policies, rules, and regulations as long as they are more restrictive than those stipulated by the MIAA. The MIAA organizes and establishes the guidelines for all post-season tournaments. All schools throughout the Commonwealth are responsible to govern themselves under the rules set forth in the MIAA Handbook.

THE PIONEER VALLEY INTERSCHOLASTIC CONFERENCE (PVIAC)

PVCICS is a member of the PVIAC. The conference is governed by the MIAA and also by its own constitution and by-laws. The conference is divided into leagues and sets most games played by member schools. For an initial two-year period, PVCICS teams will play an independent schedule against other PVIAC teams. After that PVCICS teams will be placed into leagues that are commensurate with the playing ability of the individual teams.

RIVER VALLEY ATHLETIC LEAGUE (RVAL)

PVCICS has established a relationship with the schools of the River Valley Athletic League. This organization is made up of private and public charter schools located in Western Massachusetts. Many of the schools in this league share a common philosophy with PVCICS concerning the role of athletics in a balanced program of study.

PVCICS will continue to schedule athletic contests with member schools from both the PVIAC and RVAL as the program seeks to establish an identity that meets the goals of the school and its constituents.

PVCICS SPORTS PROGRAM

Fall Sports

High School Boys Soccer
High School Girls Soccer
Middle School Boys Soccer
Middle School Girls Soccer
Middle School/High School Co-Ed Cross Country

Winter Sports

High School Girls Basketball
High School Boys Basketball
Middle School Girls Basketball
Middle School Boys Basketball

Spring Sports

Middle School Baseball
High School Ultimate Frisbee
Middle School Ultimate Frisbee

USE OF SCHOOL FACILITIES

The use of school facilities by our athletic teams is a privilege. Each team has an obligation to respect the building, courts, fields, and equipment, which they use. The coach is the only person

authorized to open school facilities outside of normal school hours. Practice schedules will be issued by the coach to all players, other coaches and administrators for school days and non-school days.

PVCICS teams who are authorized to be in the building after school hours are restricted to the gym area. There is no reason for students to be in any other part of the building. It is the responsibility of each coach to turn off all lights and to see that all doors are closed and locked during and after all practices and games. This procedure is helpful in maintaining school building security. Coaches should arrive at least 15 minutes before players, open one door and prepare for all supervisory functions before, during and after practice. He/she should check practice areas to be sure that they are free of hazards and should check all equipment to be sure it is in good working order.

We have pride in our school facilities and want to keep our courts and fields free of litter. Players are not allowed to drink soda or eat foods in the gym. Glass containers are strictly forbidden in the gym. We ask the assistance and cooperation of everyone involved in keeping all areas litter free.

The use of school facilities requires full cooperation of all coaches and players. With everyone concerned, maximum use will occur and our students will have facilities free of hazards. It is in the interests of all concerned to give our facilities the best care possible.

SCHEDULING OF ATHLETIC EVENTS

All athletic events are to be authorized and scheduled by the Athletic Director. These include any event, which requires transportation or use of school facilities such as scrimmages, league contests, independent games and other special athletic programs. This procedure is necessary to provide coordination of the athletic program, assure compliance with MIAA regulations and to be certain specific facilities are available on the date requested. We expect that each coach will cooperate in this matter. Coaches should make arrangements for all scrimmages and finalize them with the Athletic Director.

It is the coaches' responsibility to be sure all players are notified in case of a cancellation of a game or practice.

Practice schedules will be prepared by all coaches and handed to players and the Athletic Director, as well as school office personnel. Coaches are encouraged to adhere to their practice schedules and times. If a practice is cancelled or changed, notification should be given as soon as possible so that another team may use the field or facility. No practices, scrimmages or games will be scheduled on Sunday prior to 12:00 noon. Coaches will also be sensitive to other special religious days and events so that students will not be put in positions of choosing between religious worship and practices.

POSTPONEMENTS, CANCELLATIONS, TIME CHANGES

Cancellations and postponements of games to be played on school days will be communicated to students through their classroom teachers. Parents will be notified through an email. The

communication will be the responsibility of the Athletic Director. Postponements are generally made by 12:00pm.

During vacations or non-school days, the Athletic Director will inform coaches of any game cancellation. It then becomes the duty of each coach to inform all of his/her players. Coaches should never contact an opposing school without first contacting the Athletic Director.

Notification of practice cancellations or time changes will be the responsibility of the coach. Coaches outside the system will call the school office to report any change in their practice schedules.

ATHLETIC ELIGIBILITY REQUIREMENTS

All students who wish to participate on a PVCICS athletic team should acquaint themselves thoroughly with the regulations listed below. Failure to abide by the following requirements could result in a case of ineligibility. Participation on athletic teams is restricted to students enrolled at PVCICS. Students transferring from another school may be subject to delayed eligibility based on MIAA regulations. The only exceptions to this policy are the creation of a cooperative team with another school and under certain circumstances homeschooled students.

- All Massachusetts Interscholastic Athletic Association rules must be strictly followed with regard to age, grades, chemical abuse, sportsmanship, etc.

Academic Eligibility

- A student must secure during the last marking period preceding the contest (e.g. second quarter marks and not semester grades determine third quarter eligibility) a passing grade in all subjects.
- Academic eligibility of all students shall be considered as official only on the date that's considered the posting date of all grades by the principal.
- Incomplete grades may not be counted toward eligibility. A student has ten (10) school days to cure an incomplete grade in order to retain eligibility.
- A student who repeats work for which he/she has once received credit cannot count that subject a second time for eligibility.
- For eligibility purposes, a student can only take a summer school class to help become academically eligible in the fall if first approved by his/her counselor and the class is on a list of approved summer school offerings.
- PVCICS student-athletes are expected and encouraged to maintain the highest level of academic achievement possible. Extra help sessions and make-up work are expected to be completed as soon as possible. Whenever necessary, student-athletes should stay after school to complete work or to receive extra help. This should be done preferably on practice days and not when it conflicts with contest times. Students should inform coaches in advance, if possible, when practice time will be missed due to academic obligations. Once the academic obligations are completed, athletes are expected to report to practice as soon as possible. If advance notification was not given to the coach, a student must ask his/her teacher for a note explaining the tardiness. Students arriving late

to practice due to make-up work or extra help will not suffer an athletic team penalty. On game days, if time allows, a student should ask his/her teacher if makeup work or extra help may be postponed to a practice day. A teacher may or may not grant a postponement, at the teacher's discretion and judgment. Teachers should contact coaches through the Athletic Director.

Age and Grade Eligibility

- A student is eligible for varsity athletics for twelve (12) consecutive seasons beginning with his/her entry into the ninth grade. There are three athletic seasons during each school year: fall, winter, and spring.
- Students in grades 9-12 are not eligible to participate on middle school athletic teams

Behavioral Eligibility

- MIAA Rule 71: Chemical Health Drug and Alcohol Policy:
As a member of the MIAA, PVCICS will strictly enforce the following rules: "During the school year of play, a student shall not, regardless of the quantity, use or consume, possess, buy/sell or give away any beverage containing alcohol: any tobacco product, or e-cigarette: marijuana: steroids: or any controlled substance. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor." (Note: This rule, during an athletic season, is in effect seven days a week, twenty-four hours a day.)
First Violation: The student shall lose eligibility for 25% of the regularly scheduled games/matches for the season. In addition, PVCICS mandates that the student attend all practice sessions and all games held during this time.
Second and Subsequent Violations: The student shall lose eligibility for 60% of the regularly scheduled contests held during that season. *If after the second or subsequent violations, the student voluntarily becomes a participant in an approved chemical dependency program, the student may be certified for reinstatement after sitting out 40% of the events.*
- All PVCICS athletes must maintain sound school citizenship during class, student activities, and on athletic teams. Neglect of this regulation or repeated minor offenses could terminate athletic membership.
- Athletes must be in regular attendance at all practice sessions, games, and mandatory team functions. Planned absenteeism must be reported in advance to the appropriate coach. The coach may penalize absenteeism without a valid excuse or failure to report planned absenteeism in advance.
- Students participating in athletics must be in school for at least 4 hours on the days of all practices and games. Exceptions to the above policy may be made by the administration.
- All PVCICS athletes should conduct themselves in a sportsmanlike manner at all times. Cursing, fighting, and criticizing officials has no place in athletics.
- Bona fide members of a school team are precluded from missing a high school practice or competition in order to practice or compete with an out-of-school team.

- Any student athlete who is planning to go on vacation and miss part of an athletic season must get approval ahead of time from the administration
- All athletes are expected to attend, and stay for the duration, of sports banquets.
- Any athlete who receives more than one suspension from a team will be removed from that team for the rest of the season. For a suspension to be official a coach must speak with the administration prior to enacting a suspension.

All athletes participating in the PVCICS athletic program are covered by an athletic school insurance policy (a) if they do not have personal coverage or (b) as a secondary insurance where personal insurance does not cover. All injuries must be reported to the coach who will make out an accident report.

PLAYER SAFETY AND WELLNESS

PVCICS supports and implements required and recommended regulations and programs sponsored by the MIAA designed to promote the safety of student athletes. These include the establishment of concussion/head injury protocols, required CPR/AED training

COMMUNICATION AND CONFLICT RESOLUTION

Athletic involvement can be highly emotional and very time consuming. From time to time conflicts and issues between a student athlete and his/her coach may arise. It is imperative that any conflict and/or issue be addressed as soon as possible so that it can be resolved promptly. Every effort should be made to resolve all issues at the lowest possible level. In order for the discussion between student or parent and coach to be productive, the following times to approach a coach should be avoided:

- either prior to or immediately following a game
- during a practice session
- during a time when other teammates are present
- a time when it is apparent that there will not be sufficient time to allow for a complete discussion

In the event an athlete or parent contacts Athletic Director directly, the Athletic Director will inform the coach that this meeting will take place. If this discussion does not result in a satisfactory conclusion, then a meeting will be scheduled with all parties in an attempt to reach a satisfactory resolution. In the event an athlete and/or parent contacts Principal, the Athletic Director will be informed that this contact will be made and the result of the meeting.

ATHLETIC TRAINING

In the event of an athletic injury the coach is responsible for the care of his/her athletes. The Hadley ambulance is available to assist in the treatment of any serious injuries. Any athlete who is seen by a doctor must have a written release by the doctor to return to competition.

GENERAL GUIDELINES FOR ALL STUDENT-ATHLETES

- Student-athletes are expected to attend all scheduled practices and games unless excused in advance by the coach. Any athlete excused by the coach should bring a written reason for the absence to the coach returning to practice. Excessive absence will result in dismissal from the team.
- Coaches may have individual team rules for their teams. These rules may be in addition to the existing athletic code.
- Any athlete removed from a team for violation of athletic rules or individual team rules is not eligible for a letter or any other athletic award.
- Students who are managers or work in some capacity for a team other than as a player are expected to adhere to all rules established for participants.
- Coaches will set the standards for dress to and from the event.
- A student may not drop out from a sport to try out for another sport after the first week of practice, unless approved by the administration.
- Cheerleaders, as student-athletes, are expected to adhere to all athletic regulations.
- Players are not allowed in any part of the building except the gym, locker rooms or accompanying corridors unless supervised by a coach. Athletes are not allowed to roam the school once the coach has left and practice has ended. Once the coach has dismissed players, they are expected to leave. Players waiting for a ride should wait in the front hallway outside the office. Any rough housing that occurs after practice between student-athletes will lead to disciplinary action.
- No spikes or cleats will be worn in the building.
- A student-athlete who loses a piece of equipment that has been issued to him/her must pay for that piece prior to having another one issued.
- Students may participate in only one organized high school sport per season.
- Any questions that the student may have can be taken to the Athletic Director for explanation or clarification. The student will always have the right to due process.

SPORTSMANSHIP: THE PARTICIPANT'S RESPONSIBILITY

Respect, commitment, dedication and hard work -these are the qualities that describe you, the athlete, and these are the same attributes your opponent brings to the competition. Your opponent is exactly that, an opponent, not your enemy. By treating your opponent with courtesy and respect, you demonstrate respect for yourself, your family, your community and your school. As an athlete you bring to every competition an attitude that you will do your best to win, that you will strive to achieve, to excel, and this is the way it should be. But, competition is designed to be played by the highest standards of fair play, and within the rules of the game. To win by bending the rules of the game means that you were not able to win by playing by the rules. Some things participants can do to see that the game is played well and that indicate a willingness to practice good sportsmanship are:

- Participants should not argue with officials. First of all, you never win and seldom does an official change their call. Your chances of picking up a technical or unsportsmanlike penalty are increased. Your performance is affected because you are emotionally upset

and your mind is not on the game and what needs to be accomplished. You incite the crowd and create a negative attitude.

- Participants should never make negative comments to an opposing player or coach.
- Treat an opponent as you would like to be treated, especially if you are the home team. Remember, being friendly doesn't mean you can't be competitive.
- Participants should cheer for their own team. Negative comments about an opposing player's performance are never appropriate.
- If you see a play by an opponent that you feel was well done, there is nothing wrong with a positive acknowledgement of that.
- Participants leaving the playing site after a victory should refrain from gloating after a victory. You should be happy you won, but it is not necessary to do so at the expense of your opponent. You create negative feelings and can cause a very hostile situation. You may also be giving your opponents that extra edge they need to beat you the next time around.

SPORTSMANSHIP: THE COACH'S RESPONSIBILITY

The person who is rewarded with the opportunity to coach young people must realize and understand the importance of teaching good sportsmanship to our high school athletes. The coach must accept primary responsibility for the behavior and actions of his/her players, and realize how critical a good example is to players and spectators alike. During the game or a timeout, if the coach's actions become the center of attention in a negative way, it reflects on our entire school system

The student athlete is at a very impressionable age. The coach is a very special person to her or him. Many times the coach substitutes for a parent. There is no doubt that the athlete's general attitude is in part molded by the coach. How the coach measures success is reflected in how the athlete views it. Success should be measured, not only in terms of winning, but also in terms of the lasting values received for having participated. Winning is fun, but just being able to participate should be fun, too.

The coach must see her/his role as an educator and never lose the proper perspective of what interscholastic athletics are all about -to work with young people and impart sound educational values through example and coaching.

SPORTSMANSHIP SUGGESTIONS

- Remember humor and fun are an integral part of coaching.
- Always exemplify professional, positive behavior.
- Be aware of your responsibility to the school, community, parents, athletes, and the coaching profession you represent.
- Unsportsmanlike tactics employed to influence the odds of winning
- Respect officials' integrity and judgment.
- Anger is a poor substitute for reason.
- Remember that you are a role model for your players.
- Be a good host/hostess to opponents. Treat them as your guests.

- Be careful of remarks made to the media.
- Be modest in victory, and gracious in defeat.

TRANSPORTATION

PVCICS provides transportation for all interscholastic athletic events. The Athletic Director will make all bus arrangements as to driver, departure time, vehicle, etc. Coaches are not to use any private transportation unless approved by the Athletic Director. We must always be concerned about proper insurance coverage and liability. Transportation of athletic teams involves considerable expense so we prefer to schedule games in the immediate area if possible. Games scheduled close to Hadley also allow us some flexibility in busy schedules and to schedule more than one game on a given day. Student athletes are not allowed to practices or games without prior permission of the principal.

MIDDLE SCHOOL STUDENT PARTICIPATION ON HIGH SCHOOL TEAMS

PVCICS will make every effort to promote an interscholastic athletic program that is educationally sound and that encourages a comprehensive program to meet the needs of as many of our students as possible. PVCICS is committed to ensuring the maximum participation of, and growth opportunities that, athletics offer to all students and believes that the three levels of teams-middle school, junior varsity and varsity-are designed to offer opportunity to the greatest number of students as possible and to match the growth, skill and maturity of student athletes.

When a team exists at the middle school level, 7th and 8th graders are expected to play at that level. PVCICS strongly believes that this is a good and appropriate entry into high school sports and matches the skill, maturity and endurance of most middle school athletes. However, there are conditions when it is necessary or appropriate to bring middle school students up to the junior varsity and/or varsity level. If any of the situations listed below, coaches may not exclude or cut high school students first.

The conditions that coaches may consider moving middle school students to a higher level are:

- It is necessary to field a team
- It is necessary to even numbers between teams
- It is determined that bringing some middle school students up to a higher level provides more opportunity for others to participate in the sport

Any middle school athlete that is being considered for the junior varsity or varsity level must be the most skilled in the position(s) needed, and demonstrate the emotional and physical maturity and endurance to play at an advanced level. A middle school athlete that shows the “potential” but does not have the maturity, size or endurance to play at an advanced level should not be advanced. Before any middle school student is considered for advancement, the coach must demonstrate to the satisfaction of the Athletic Director and the Principal that the move is necessary to maximize student participation at all levels. The coach and Athletic Director must further confer with the Guidance Counselor and Principal and athlete’s parents to ensure the student’s readiness to play at an advanced level.

TRANSFER STUDENTS

Students who have played in the preceding year at the varsity level at another high school or its equivalent are ineligible for one year from the date of transfer. Students who transfer from another high school are ineligible under the following conditions:

- They participated at the varsity level in a sport in which they intend to play at PVCICS
- The parents of transferred student do not change address.
- Students transferred after the start of the practice season during that sport season.

A waiver request is available for transfer students with special circumstances. The parent of all transfer students who intend to participate in athletics should contact the Athletic Director immediately upon considering a transfer to PVCICS.

PARTICIPATION OF OUTSIDE STUDENTS

Students who are not enrolled in PVCICS are not allowed to participate as members of any extracurricular activities, including athletic teams.

ATHLETIC USER FEES

PVCICS has adopted user fees for interscholastic athletics at PVCICS that will be listed on the athletic registration forms. To pay the fees, parents/guardians should write a check made out to Pioneer Valley Chinese Immersion Charter School. Payment is due by a specified date announced to the student athletes sometime during the first 1/3 of that sport season. If the payment is not made by the deadline, the student will not be allowed to continue participation in that sport. Payment may be made by mail or at the Main Office. The payment of a user's fee **does not ensure playing time**. There will be no refunds unless approved by the administration. Money collected for user fees will be used to pay officials and provide transportation for our athletic teams. Families who have financial hardship and need assistance should fill out an athletic fee waiver application and submit it to the Principal.

APPENDIX

PVCICS HEAD INJURY/CONCUSSION POLICY

A concussion is defined as a transient alteration in brain function without structural damage. The damage to the brain is at a microscopic level in which cells and cell membranes are torn and stretched. The damages to these cells also disrupt the brain at a chemical level as well as causing restricted blood flow to the damaged areas of the brain, thereby disrupting brain function. A concussion, therefore, is a disruption in how the brain works; it is not a structural injury. Concussions are difficult to diagnosis because the injury cannot be seen. An MRI or CT scan cannot diagnosis a concussion, but they can help rule out a more serious brain injury to a student. Because concussions are difficult to detect, student athletes, in particular, must obtain medical approval before returning to athletics following a concussion.

The signs and symptoms are many, as can be reported by an adult observing the student or by the student him/herself:

Signs (what you see):

- Confusion
- Forgets plays
- Unsure about game, score, opponent, event
- Altered coordination
- Balance problems
- Personality change
- Slow response to questions
- Forgets events prior to injury (retrograde amnesia)
- Forgets events after injury (anterograde amnesia)
- Loss of consciousness (any duration)

Symptoms (reported by student):

- Headache
- Fatigue
- Nausea or vomiting
- Double vision/ blurry vision
- Sensitivity to light (photophobia)
- Sensitivity to noise (tinnitus)
- Feels sluggish
- Feels foggy
- Problems concentrating
- Problems remembering
- Trouble with sleeping/ excess sleep
- Dizziness

- Sadness
- Seeing stars
- Vacant stare/ glassy eyed
- Nervousness
- Irritability
- Inappropriate emotions
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If any of the above signs and symptoms is observed after a suspected blow to the head, jaw, spine or body they are indicative of a concussion and the student must be removed from play immediately and not allowed to return until cleared by an appropriate allied health professional

Purpose

This policy provides for the implementation of MA 105 CMR 201.000, *Head Injuries and Concussions in Extracurricular Athletic Activities*. The policy applies to all public middle and high school students who participate in any extracurricular athletic activity. This policy provides the procedures and protocols for the Pioneer Valley Chinese Immersion Charter School in the management of and prevention of sports-related head injuries within the school. Review and revision of this policy is required every two years.

Required Training

The following persons shall complete annually one of the head injury safety training programs approved by the MIAA as specified on their website:

- Coaches and volunteers
- Athletic Director
- Certified athletic trainer
- School physician
- School nurse
- Parents of student who participate in athletic programs
- Student athletes

This training shall be completed annually (on or after July 1st of each school year or prior to the students' participation) and a certificate of completion must be supplied to the high school athletic director. Parents/guardians of a student who participates in an extracurricular athletic activity and students who participate in an extracurricular athletic activity will complete a form indicating they have received head injury material and/or completed a course.

Each coach, trainer, and volunteer will be provided written information from the athletic director to teach form, techniques, and skills and promote protective equipment use to minimize sports-related head injury, and to prohibit athletes from engaging in any unreasonably dangerous athletic technique that endangers the health or safety of an athlete, such as using a helmet or any other sports equipment as a weapon.

Pre-Participation

Each student athlete and parent/guardian with a student athlete involved in an extracurricular athletic activity covered by 105 CMR201.000: Head Injuries and Concussions in Extracurricular Athletic Activities shall be required to have a consent form completed. The form shall include:

- annual training requirement
- procedure for the school to notify parents when an athlete has been removed from play for a head injury or suspected concussion sustained during an extracurricular athletic activity
- protocol for obtaining medical clearance for return to play and academics after a diagnosed concussion
- parent's responsibility for completion of the pre-participation form, or school-based equivalent

Each student and parent/guardian with a student athlete involved in an extracurricular athletic activity covered by the regulation shall be required to complete a consent form before they may try out for, practice, or participate with any interscholastic athletic team. At the high school level all students shall have an approved physical in place before they may try out for, practice, or participate with any interscholastic athletic team. The Athletic Director or Nurse shall keep a master list of students with approved physical exams. High school coaches must check the approved physical list before a student may try out for, practice, or participate with any interscholastic athletic team

The procedure for sharing information concerning an athlete's history of head injury and concussion, recuperation, reentry plan, and authorization to return to play and academic activities shall be on a need to know basis consistent with requirements of the regulation and applicable federal and state law including but not limited to the Massachusetts Student Records Regulations, 603 CMR 23.00, and the Federal Family Educational Rights and Privacy Act Regulations, 34 CFR Part 99, and shall be signed off by the parent/guardian on the Pre-participation Consent Form.

Each student-athlete and parent/guardian with a student-athlete involved in an extracurricular athletic activity covered by the regulation shall be required to have a district consent form (concussion statement) completed; the form shall include current information regarding an athlete's history of head injuries and concussions. For high school interscholastic athletic activities the athletic director shall review all Pre-participation Forms indicating a history of head injury in consultation with the appropriate coach.

Exclusion from Play

Any student, who during a practice of competition sustains a head injury or suspected concussion, or exhibits signs and symptoms of a concussion, or loses consciousness briefly, shall

be removed from the practice or competition immediately and may not return to the practice or competition that day. The student may not return to practice or competition until the student provides medical clearance and authorization as specified in 105 CMR 20.011. The coach shall communicate the nature of the injury directly to the parent in person or by telephone immediately after the practice or competition from which a student was removed. The coach must also provide this information to the parent in writing, whether on paper or electronically by the end of the next school day. The coach must also communicate with the athletic director and school nurse by the end of the next school day.

Medical Clearance

The protocol for medical clearance for return to play after a concussion must at minimum comply with 105 CMR201.011

- The coach shall complete the **Report of Head Injury Form** immediately after the game or practice for head injuries that result in the student being removed from play due to a possible concussion. For high school interscholastic athletic activities the athletic director shall review the Report of Head Injury Form in consultation with the appropriate coach and school officials and the school nurse.
- The coach shall follow the “**Head Injury Guidelines**” and report the situation to the nurse as soon as possible. For other extracurricular athletic activities covered by the regulation at the high school and middle school the principal or designee shall be informed by the appropriate coach/advisor/director. The school nurse will be informed..
- Any student who is removed from practice or competition for a head injury or suspected concussion, or a loss of consciousness, even briefly, or exhibits signs and symptoms of a concussion, shall obtain and present to the school nurse a **Medical Clearance and Authorization Form** prior to resuming the extracurricular athletic activity.

Stages of Recovery

Red Stage (Usually 2 –4 days, but could last weeks)

- Rest
- Students typically do not attend school

Orange Stage

- Rest
- Attend school half to full days
- Avoid school bus and heavy backpacks
- Work with designated educational personnel regarding school accommodations
- No tests in school
- No sports, band, chorus, physical education or outdoor recess

Yellow Stage

- Attend school full-time if possible
- Students and families work with teachers regarding homework deadlines (complete as much as possible)
- See school nurse for pain management and/or rest if needed
- Limit one quiz/test per day (untimed testing is recommended)
- Work in 15 minute blocks
- No sports
- Licensed medical professional will make decisions regarding band, chorus, physical education and outdoor recess (elementary level) based on medical assessment

Green Stage

- Attend school full-time
- Resume normal activities
- Resume sports once school work is back on track, student is symptom-free, and has been cleared by a licensed medical professional

Return to Play

A multidisciplinary team will develop a plan for a student's return to play from the information provided by the student's primary care physician. This team will usually consist of the school nurse, school physician, classroom teacher, guidance counselor, and parent.

When a student athlete is completely symptom-free at rest and has the approval of a medical professional, she/he may begin a graduated return to play protocol. The return to play schedule for the student should proceed as follows and should be monitored by the athletic trainer, coach, or athletic director.

Step 1: Light exercise, including walking or riding an exercise bike. No weight-lifting.

Step 2: Aerobic exercise such as running in the gym or on the field. No helmet or other equipment.

Step 3: Non-contact training drills in full equipment. Weight-training can begin.

Step 4: Full-contact controlled training followed by practice or training.

Step 5: Full-contact game play.

**PIONEER VALLEY CHINESE IMMERSION CHARTER SCHOOL
INTERSCHOLASTIC ATHLETIC AGREEMENT**

Student Name: _____ Grade: _____

Parent Telephone: _____ Emergency Telephone: _____

The above student has my permission to participate in _____
(Sport)

I certify that my student-athlete:

- Is covered for injury under an insurance policy
- Will wear whatever protective equipment is provided and/or required by PVCICS
- Will travel to and from games and/or practices only via transportation provided by PVCICS unless approved in advance by the school administration
- Will uphold all rules and regulations outlined in the PVCICS Athletic Handbook

I also give consent and authorize PVCICS to obtain, through an EMT or physician of its choice, such medical care as reasonably necessary for the welfare of the student athlete if injured in the course of school athletic activities.

All students who wish to participate on a PVCICS athletic team should acquaint themselves thoroughly with the regulations listed below. Failure to abide by the following requirements could result in a case of ineligibility.

- All Massachusetts Interscholastic Athletic Association rules must be strictly followed with regard to age, grades, chemical abuse, sportsmanship, etc.
- A student must secure during the last marking period preceding the contest a passing grade in the equivalent of four traditional yearlong major subjects. To satisfy this requirement, a student must have passed sufficient courses so as to be earning for that semester, credits totaling the equivalent of four traditional yearlong major English courses (4 credits). To be eligible for the Fall semester, students are required to have passed for the previous year the equivalent of four traditional year long major courses (4 credits).
- MIAA Rule 71: Chemical Health Drug and Alcohol Policy:
As a member of the MIAA, PVCICS will strictly enforce the following rules: “During the school year of play, a student shall not, regardless of the quantity, use or consume, possess, buy/sell or give away any beverage containing alcohol: any tobacco product, or e-cigarette: marijuana: steroids: or any controlled substance. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor.” (Note: This rule, during an athletic season, is in effect seven days a week, twenty-four hours a day.)

First Violation: The student shall lose eligibility for 25% of the regularly scheduled games/matches for the season. In addition, PVCICS mandates that the student attend all practice sessions and all games held during this time.

Second and Subsequent Violations: The student shall lose eligibility for 60% of the regularly scheduled contests held during that season. *If after the second or subsequent violations, the student voluntarily becomes a participant in an approved chemical dependency program, the student may be certified for reinstatement after sitting out 40% of the events.*

- All PVCICS athletes must maintain sound school citizenship during class, student activities, and on athletic teams. Neglect of this regulation or repeated minor offenses could terminate athletic membership.
- Athletes must be in regular attendance at all practice sessions, games, and mandatory team functions. Planned absenteeism must be reported in advance to the appropriate coach. The coach may penalize absenteeism without a valid excuse or failure to report planned absenteeism in advance.
- Students participating in athletics must be in school for at least 4 hours on the days of all practices and games. Exceptions to the above policy may be made by the administration.
- All PVCICS athletes should conduct themselves in a sportsmanlike manner at all times. Cursing, fighting, and criticizing officials has no place in athletics.
- Bona fide members of a school team are precluded from missing a high school practice or competition in order to practice or compete with an out-of-school team.
- Any student athlete who is planning to go on vacation and miss part of an athletic season must get approval ahead of time from the administration.

Signature of Parent/guardian

Date

Signature of Student Athlete

Date

Pioneer Valley Chinese Immersion Charter School Public Athletic Parental Consent And Release From Liability and Indemnity Agreement

I/We, the undersigned father and mother or guardian(s) of _____, a minor, do hereby consent to his/her participation in voluntary athletic programs and do forever RELEASE, acquit, discharge and, covenant to hold harmless the Pioneer Valley Chinese Immersion Charter School and its successor, departments, officers, employees, servants, agents, board members, volunteers, and any and all individuals and organizations assisting or participating in the Pioneer Valley Chinese Immersion Charter School, of and from any and all actions, causes of action, claims, demands, costs, loss of services, expenses, and compensation on account of, or in any way growing out of, directly or indirectly, all known and unknown personal injuries or property damage which we/I may now or hereafter have as the parent(s) or guardian(s) of said minor, and also all claims of right of action for damages which said minor has or hereafter may acquire, either before or after he/she has reached his/her majority resulting or to result from his/her participation in the Pioneer Valley Chinese Immersion Charter School Physical Education Department's athletic programs; FURTHERMORE, we/I hereby agree to protect the Pioneer Valley Chinese Immersion Charter School and its successor, departments, officers, employees, servants, agents, board members, volunteers, and any and all individuals and organizations assisting or participating in the Pioneer Valley Chinese Immersion Charter School, against any claim for damages, compensation, or otherwise on the part of said minor growing out of or resulting from personal injury to said minor or property damage resulting from his/her participation in the Pioneer Valley Chinese Immersion Charter School Physical Education Department's voluntary athletic programs, and to INDEMNIFY, reimburse, or make good to the Pioneer Valley Chinese Immersion Charter School or its successors, departments, officers, employees, servants, agents, board members, volunteers, and any and all individuals and organizations assisting or participating in the Pioneer Valley Chinese Immersion Charter School or its representatives may have to pay if any litigation arises from said minor's intentional grossly negligent or reckless acts or omissions while participating in said sports programs.

I/We further affirm that I/we have read this Parental Consent, Release from Liability and Indemnity Agreement, and that I/we understand the contents of this Agreement. I/We understand that my child's participation in these programs is voluntary and that my child and I/we are free to choose not to participate in said programs. By signing this agreement, I/we affirm that I/we have decided to allow my child to participate in the Pioneer Valley Chinese Immersion Charter School's athletic programs with full knowledge that the Releases will not be liable to anyone for personal injuries and property damage my child or I/we may suffer in voluntary Pioneer Valley Chinese Immersion Charter School athletic programs.

Student Athlete's Name: _____

Grade: _____ Date of Birth: _____

Sport(s): _____

In an effort to provide the greatest protection possible for all concerned, the Pioneer Valley Chinese Immersion Charter School requires those wishing to participate in interscholastic athletics to cooperate in the following ways:

1. Parental permission to participate in ANY and ALL sports is required. This permission indicates that the parents and athletes agree to abide by all rules and regulations of the Pioneer Valley Chinese Immersion Charter School(PVCICS) and also the rules established by the Pioneer Valley Interscholastic Athletic Conference (PVIAC) and the Massachusetts Interscholastic Athletic Association (MIAA).

2. I/We understand that my child's participation in these programs is voluntary and that my child and I/we are free to choose not to participate in said programs. By signing this agreement, I/we affirm that I/we have decided to allow my child to participate in the Pioneer Valley Chinese Immersion Charter School s athletic programs with full knowledge that the Releases will not be liable to anyone for personal injuries and property damage my child or I/we may suffer in voluntary the Pioneer Valley Chinese Immersion Charter School athletic programs.

3. A parent's signature and student athlete's signature are required to indicate you have read and understand, and agree to abide by the provisions contained in the PVCICS Student Athletic Handbook.

Student Athlete's Printed Name

Parent/Guardian Printed Name

Student Athlete's Signature

Parent/Guardian Signature

Date

Parent/Guardian Telephone Number

**PIONEER VALLEY CHINESE IMMERSION CHARTER SCHOOL
MEDICAL CONSENT FORM**

Athlete's Name: _____

Permission is hereby granted to the attending physician to proceed with any medical or minor surgical treatment, x-ray examinations and immunizations for the above named student. In the event of serious illness, the need for major surgery, or significant accidental injury. I understand that an attempt will be made by the attending physician to contact me in the most expeditious way possible. If said physician is not able to communicate with me, the treatment necessary for the best interest of the above named student may be given. In the event that an emergency arises during a practice session, an effort will be made to contact the parents or guardians as soon as possible. Permission is also granted to the coach or athletic trainer to provide the needed emergency treatment to the athlete prior to his admission to the medical facilities.

Signature of Parent or Guardian

Date

Phone numbers where parents can be reached:

Office _____

Home _____

Other _____

Name of Family Physician: _____

Phone Number _____

***** End of Athletic Handbook *****