

# **CUMBERLAND VALLEY SCHOOL DISTRICT**



## **PARENT-ATHLETE HANDBOOK**

**2018-2019**

Congratulations and welcome to the Cumberland Valley Athletic Program. You are entering a program that will provide you with many opportunities that stretch beyond the field of play.

Cumberland Valley Athletics has a rich history of success that stretches over 50 years. This tradition of excellence is a result of the dedication and commitment displayed by an outstanding coaching staff and inspired student athletes. We are proud of this tradition!

Please take a few moments to review this handbook and code of conduct. Remember that athletes are role models whether they like it or not. Even in school sports, student-athletes serve as role models to the general high school student population, to the elementary, middle school, and even the community at large. That's one reason practicing good sportsmanship is as important as any points you may score or records you may set this season. Your behavior on the playing surface reaches the top row of the stands and beyond. As a representative of our school and community, let your actions reflect positive on Cumberland Valley.

Thank you for your participation in the program. I hope that the upcoming season is a rewarding one to you.

Michael J. Craig CAA  
Athletic Director  
Cumberland Valley School District

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# SPORTSMANSHIP

## STATEMENT

The Cumberland Valley School District believes good sportsmanship is an integral component of interscholastic competition. In order for good sportsmanship to prevail, coaches, student-athletes, and fans must display respect, fairness, civility, honesty and responsibility before, during and after all athletic contests. We encourage fans to enthusiastically support their team, recognize outstanding performance of opponents, and always exhibit good sportsmanship in their words and actions.

## EXPECTATIONS

\*Profanity, derogatory comments, and other intimidating words or actions directed at the officials, student-athletes, coaches, team representatives, or other spectators will not be tolerated and are grounds for removal from the site of competition.

NOTE: Such comments include negative cheers targeting an individual and cheers intended to sound like an inappropriate word or expression.

\*Standing in the bleachers is prohibited – standing is permitted in the designated CV student section in the south end of the gym. Visiting students may stand in the mezzanine at the north end of the gym.

\*Appropriate dress is expected - clothing with profanity, derogatory comments, or other intimidating words, pictures or symbols is prohibited. Shirts must be worn and torsos must be covered.

## ATHLETICS

### Administration

Michael Craig..... Athletic Director  
Darnell Stanford .....Assistant Athletic Director  
Colette Koontz.....Secretary  
Pete Rhodes ..... Football Equipment Manager  
Sheila Muellsr ..... Head Athletic Trainer  
Leah Renko .....Athletic Trainer  
Austin Mellinger .....Athletic Trainer

### Admission to Athletic Events

#### **Varsity Football**

Adults	\$6.00
Students	\$3.00
Reserved Seats	\$7.00
Season Reserved Tickets (5 Home Games)	\$32.50

#### **JV FOOTBALL – VOLLEYBALL – WATER POLO – JV/V BASKETBALL – JH/JV/V WRESTLING – SWIMMING/DIVING**

Students	\$2.00
Adults	\$5.00

#### **FIELD HOCKEY/SOCCER/LACROSSE NIGHT GAMES (JV AFTER 5:00 PM FOLLOWED BY VARSITY) IN STADIUM**

Students	\$2.00
Adults	\$5.00

**IF A TEAM MAKES IT TO MID PENN, DISTRICT III, OR P.I.A.A. STATE PLAYOFFS,  
THERE IS AN ADMITTANCE FEE CHARGED. IF CUMBERLAND VALLEY HOSTS ONE  
OF THESE PLAYOFFS OR AN INVITATIONAL, NO CV PASSES ARE HONORED.**

## HEAD COACHES

### FALL SPORTS

Skip Springman.....	Cross Country
Ashley Taylor.....	Field Hockey
Michael Whitehead.....	Football
Erik Novak .....	Golf
Matt Billman.....	Boys' Soccer
George Gemberling .....	Girls' Soccer
Nick Mallos.....	Girls' Tennis
Jackie Orner .....	Girls' Volleyball
Corey Pelow.....	Boys' Water Polo
Sheri Bock.....	Girls' Water Polo

### WINTER SPORTS

David Vespignani.....	Boys' Basketball
William Wolf.....	Girls' Basketball
Mike Gobrecht.....	Swimming/Diving
David Heckard.....	Wrestling
Derek Hockenbery .....	Indoor Track/Field

### SPRING SPORTS

Levi Mumma.....	Baseball
Matthew Healy....	Boys' Lacrosse
Emily Savini.....	Girls' Lacrosse
Gregg Williams.....	Softball
Nick Mallos.....	Boys' Tennis
Derek Hockenbery.....	Track/Field
Terry Ranck .....	Boys' Volleyball

### ATHLETIC TRAINERS

Sheila Mueller .....	Head Trainer
Leah Renko .....	Assistant Trainer
Austin Mellinger .....	Assistant Trainer

### CHEERLEADING

Kristi Shaffner.....	Cheerleaders
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## PROGRAMS

We offer the following interscholastic activities:

<b>BOYS</b>	<b>GIRLS</b>
Baseball	Basketball
Basketball	Cheerleading
Cheerleading	Cross Country
Cross Country	Field Hockey
Football	Golf
Golf	Lacrosse
Lacrosse	Soccer
Soccer	Softball
Swimming/Diving	Swimming/Diving
Tennis	Tennis
Track/Field (Indoor & Outdoor)	Track/Field (Indoor & Outdoor)
Volleyball	Volleyball
Water Polo	Water Polo
Wrestling	

Plus: Student Trainers, Managers

### Student Athletic Trainers

Student Athletic Trainers is an organization open to students who are interested in discovering the complexities of athletic training. Under the watchful eye of the high school athletic trainer, students assist in the preparation and treatment of student athletes. Students will learn about the prevention, treatment, and rehabilitation of athletic training.

## **ATHLETIC DEPARTMENT MISSION STATEMENT**

The Athletic Department of the Cumberland Valley School District makes available to students a wide variety of opportunities to develop athletic skills and to become involved as members of interscholastic athletic teams. Cumberland Valley High School is a member in good standing of the Pennsylvania Interscholastic Athletic Association (PIAA) and is a proud member of the PIAA District III and the Mid Penn Conference.

There is a rich athletic tradition at Cumberland Valley High School. Interscholastic athletics are viewed as a unifying force within the school community, affecting not just those who take active part on teams but the entire student body. All students are invited to take part in as many athletic programs as possible. Participation in Cumberland Valley High School Athletics, however, is a privilege and not a right; and that privilege is earned by each participant through his or her adherence to the rules and policies set forth by the Cumberland Valley School District and the Pennsylvania Interscholastic Athletic Association.

The athletic program is an extension of the academic program, and all athletes are urged to strive for excellence in both the classroom and on the athletic field. Good sportsmanship, commitment to team, and the development of skills and strategies necessary for interscholastic competition are essential to a successful athletic program.

The central goal of this athletic program is to foster certain characteristics and qualities. These include respect for self and others, honesty, integrity, commitment, reliability, common sense and perseverance. The values learned through the athletic experience will help individuals become more productive members of the community.

## **COMMITMENT**

When trying out for a team and after being selected to be a member of a team, Cumberland Valley High School students are expected to attend all practices and games of that team. In season practices will occur daily and weekend practices should be expected.

Every team member is expected to be present for all team practices and games. Because of scheduling parameters, many teams will practice and/or play during scheduled school vacations.

Students who plan to be absent for an extended period of time, due to vacation or a planned extended absence, should discuss this situation with the head coach prior to trying out for the team. Each team will establish written guidelines that will address attendance at practices and games, based on the discretion of the head coach and Athletic Director.



## **TRYOUTS**

Due to number restraints on squad sizes, student-athletes may be required to try out for athletic teams. Coaches will conduct tryouts on the first official date of practice and any subsequent dates necessary. No time constraints will be placed on coaches in regards to tryouts, but coaches are encouraged to conduct these tryouts in a timely fashion. Squad selections may be announced or posted at the coaches' discretion. Prior to tryouts, it will be the coaches' responsibility to present expectations and performance goals and objectives to the candidates. It is the candidate's responsibility to alert the coaching staff of any possible conflicts that may arise during the course of the season.

Should a candidate not be selected, he/she is encouraged to meet with the coach to discuss any concerns he/she may have in regards to selection and areas where skill improvement can take place. Once the candidate has met with the coach to discuss these concerns, should he/she still have questions, a meeting should be arranged with the coach and parent. If a resolution does not occur after the coach/parent meeting, the parent should contact the Athletic Director to set up a meeting with all parties involved.

Athletes playing two (2) or more sports will not receive equipment for the additional sports until all equipment is returned or reimbursement received (this is for all lost/stolen equipment). Athletes are responsible for all equipment issued to them.

## **PLAYING TIME**

One of the most emotional part of a student athlete being involved in high school athletics centers around playing time. There are many decisions made on a regular basis by the Cumberland Valley High School coaching staff. It is their responsibility to decide which athletes should start a contest, who should play what position, and how long each athlete should play. These coaching decisions, often difficult to make, are made only by the coaching staff and are approached very seriously after having observed the athlete in practice sessions, game like situations, scrimmages and games.

## **A Parent's Guide to Dealing with Coaches**

Parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are able to accept the actions of the other and provide greater benefit to children.

As parents, when your children become involved in the Cumberland Valley athletic program, you have a right to understand what expectations are being placed on your child. It is also important for parents to understand that coaches are professionals and will need to make judgment decisions based on what they believe to be in the best interest of all students involved.

Parents must also encourage their student-athlete to communicate with the coach and their coaching staff. A vast majority of communication lapses could easily be resolved if the student-athlete would first present these concerns to the coach and coaching staff.

The following guidelines will be helpful in parent/coach communications.

### **Communication parents should expect from the coach:**

- The coach's philosophy.
- The coach's expectations for your son or daughter, as well as other players on the team.
- Location and times of practices and contests.
- Team requirements, such as fees, special equipment needed, school and team rules, and off season expectations.
- Procedures if your child suffers an injury during participation.

### **Communication coaches expect from parents:**

- Notification of any schedule conflicts well in advance.
- Notification of illness that may result in an absence.
- Notification of injury.

### **Appropriate concerns to discuss with a coach:**

- The mental and physical treatment of your child.
- What your child needs to do to improve.
- Aspects of your child's behavior.

### **Concerns that are not appropriate for discussion and must be left to the discretion of the coach:**

- How much playing time each athlete is getting.
- Team strategy.
- Play calling.
- Any situation that deals with other student-athletes.

# Cumberland Valley School District

## Parent Athletic Code of Conduct and Expectations

Interscholastic athletics are an integral part of the total educational program of the Cumberland Valley School District. The goal and purpose of the athletic program is to teach the student athletes the meaning and understanding of sportsmanship, commitment, fairness, sacrifice, teamwork, and hard work. Additional goals include knowing how to win and how to lose, increasing the knowledge of the sport, developing a healthy lifestyle and skill development. Our athletic fields and gymnasiums are laboratories for learning. We ask all parents to support our efforts to help teach the goals of interscholastic athletics.

Listed below are the guidelines and expectations that we expect all parents to follow to ensure that our student athletes have a positive athletic experience. Parents who are unable to meet these expectations may be unable to attend future athletic contests.

1. Support your child by being a positive listener, especially after a tough loss.
2. Avoid putting pressure on your child to start, score, or be the star of the team.  
Do not force an unwilling child to participate in sports. Children take part in organized sports for their own enjoyment, not yours.
3. Support the coach and administration in public around the other parents and fans.
4. Avoid speaking negatively about the coach in front of your child. It may create a major barrier in the child's hope for improvement in the sport.
5. Understand the ultimate purpose of athletics; it exists as an integral part of the total educational mission of the school and participation in athletics is a privilege and not a right.
6. Serve as a good role model for the students, athletes, and other fans. Children learn best by imitation and good example.
7. Contribute to the booster clubs by volunteering to help with projects and committees.
8. Appreciate the educational opportunity that your athlete is receiving in the athletic program. This includes the enormous time and effort provided by the coaches.
9. Display excellent sportsmanship at all times. Teach your child to always play by the rules and be fair and honest with you and their abilities.
10. Show respect to everyone involved in the athletic programs – the coaches, athletes, fans, other parents, officials, security and administrators. Do not publicly question an official's judgment or integrity. Don't complain or argue about an official's calls or decisions during or after an athletic event.
11. Follow the chain of command when you have a concern. Your athlete should speak to the coach first. The next step would be for you to contact the coach to set up a meeting at a mutually convenient time. If you are not satisfied after meeting the coach, please contact the Athletic Director to request a meeting to discuss your concerns.
12. Express your concerns and questions in a courteous and civil manner and please do it at the right time and proper setting.
13. Avoid constant and chronic complaining.
14. Abide by the Cumberland Valley School District Code of Conduct, eligibility requirements and team rules.
15. Understand that the goals of the team and the athletic program are more important than the hopes and dreams you may have for your child.
16. Teach your child that hard work and honest effort are more important than winning.
17. Be loyal to the school and team; put the best interests of the team above your child's personal glory.

18. Teach your child to live and play with class and to be a good sport. An athlete should be gracious in victory and accept defeat with dignity.
19. Support the concept of “being a student first.” Commit your child to getting the best possible education. Be honest with your child about the likelihood of getting an athletic scholarship or playing sports on the professional level. Reinforce that college and universities will not recruit student athletes who do not have a serious commitment to their education.
20. Keep athletics in perspective – family, faith, fun and education are far more important.
21. PIAA by-laws dealing with athletic courtesy provide that any spectator who continually evidences poor sportsmanship should be requested not to attend future contests.

Failure to follow these expectations and abide by this Code of Conduct may result in forfeiting the opportunity to attend future athletic contests.

## **PARENT CONSENT**

A pupil shall be eligible for practice or participation in each sport only when there is on file with the principal a certificate of consent and the random drug testing form which is signed by his/her parent or guardian.

All athletes participating from junior high through high school will be required to participate in random drug testing. This includes all ninth (9<sup>th</sup>) graders, as well as, any eighth (8<sup>th</sup>) grader participating on a junior high team.

## IMPACT TESTING

Dear Parents:

We will be continuing with IMPACT testing of our athletes in grades 7-12 again this year. We will be retesting athletes every other year. IMPACT is a computer based neuropsychological assessment which provides various objective measures to assist the sports medicine staff in making “athlete return to play” decisions. ALL ATHLETES WHO ARE ON A SPORT ROSTER WILL BE REQUIRED TO HAVE AN IMPACT BASELINE TEST PERFORMED IN ORDER TO PARTICIPATE IN SPORTS AT CUMBERLAND VALLEY. The test will be administered in the high school after we receive the team’s final roster.

If you have any questions, please contact me at [smueller@cvschools.org](mailto:smueller@cvschools.org) or 717-422-4737.

Sheila Mueller, LAT, ATC

# A Fact Sheet for **ATHLETES**

## **HEADS UP** **CONCUSSION**

### **WHAT IS A CONCUSSION?**

A concussion is a brain injury that affects how your brain works. It can happen when your brain gets bounced around in your skull after a fall or hit to the head.

This sheet has information to help you protect yourself from concussion or other serious brain injury and know what to do if a concussion occurs.

### **WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?**



**REPORT IT.** Tell your coach, parent, and athletic trainer if you think you or one of your teammates may have a concussion. It's up to you to report your symptoms. Your coach and team are relying on you. Plus, you won't play your best if you are not feeling well.



**GET CHECKED OUT.** If you think you have a concussion, do not return to play on the day of the injury. Only a health care provider can tell if you have a concussion and when it is OK to return to school and play. The sooner you get checked out, the sooner you may be able to safely return to play.



#### **GIVE YOUR BRAIN TIME TO HEAL.**

A concussion can make everyday activities, such as going to school, harder. You may need extra help getting back to your normal activities. Be sure to update your parents and doctor about how you are feeling.

### **WHY SHOULD I TELL MY COACH AND PARENT ABOUT MY SYMPTOMS?**



- Playing or practicing with a concussion is dangerous and can lead to a longer recovery.
- While your brain is still healing, you are much more likely to have another concussion. This can put you at risk for a more serious injury to your brain and can even be fatal.



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#### **GOOD TEAMMATES KNOW:**

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.

## HOW CAN I TELL IF I HAVE A CONCUSSION?

You may have a concussion if you have any of these symptoms after a bump, blow, or jolt to the head or body:

-  ..... **Get a headache**
-  ..... **Feel dizzy, sluggish or foggy**
-  ..... **Be bothered by light or noise**
-  ..... **Have double or blurry vision**
-  ..... **Vomit or feel sick to your stomach**
-  ..... **Have trouble focusing or problems remembering**
-  ..... **Feel more emotional or "down"**
-  ..... **Feel confused**
-  ..... **Have problems with sleep**

Concussion symptoms usually show up right away, but you might not notice that something "isn't right" for hours or days. A concussion feels different to each person, so it is important to tell your parents and doctor how you are feeling.

*The information provided in this document or through linkages to other sites is not a substitute for medical or professional care. Questions about diagnosis and treatment for concussion should be directed to a physician or other health care provider.*



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## HOW CAN I HELP MY TEAM?



### PROTECT YOUR BRAIN.

Avoid hits to the head and follow the rules for safe and fair play to lower your chances of getting a concussion. Ask your coaches for more tips.



**BE A TEAM PLAYER.** You play an important role as part of a team. Encourage your teammates to report their symptoms and help them feel comfortable taking the time they need to get better.

To learn more, go to [www.cdc.gov/HEADSUP](http://www.cdc.gov/HEADSUP)

# A Fact Sheet for HIGH SCHOOL PARENTS



This sheet has information to help protect your teens from concussion or other serious brain injury.

## What Is a Concussion?

A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.

## How Can I Help Keep My Teens Safe?

Sports are a great way for teens to stay healthy and can help them do well in school. To help lower your teens' chances of getting a concussion or other serious brain injury, you should:

- Help create a culture of safety for the team.
  - › Work with their coach to teach ways to lower the chances of getting a concussion.
  - › Emphasize the importance of reporting concussions and taking time to recover from one.
  - › Ensure that they follow their coach's rules for safety and the rules of the sport.
  - › Tell your teens that you expect them to practice good sportsmanship at all times.
- When appropriate for the sport or activity, teach your teens that they must wear a helmet to lower the chances of the most serious types of brain or head injury. There is no "concussion-proof" helmet. Even with a helmet, it is important for teens to avoid hits to the head.

## How Can I Spot a Possible Concussion?

Teens who show or report one or more of the signs and symptoms listed below—or simply say they just "don't feel right" after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

### Signs Observed by Parents

- Appears dazed or stunned.
- Forgets an instruction, is confused about an assignment or position, or is unsure of the game, score, or opponent.
- Moves clumsily.
- Answers questions slowly.
- Loses consciousness (even briefly).
- Shows mood, behavior, or personality changes.
- Can't recall events prior to or after a hit or fall.

### Symptoms Reported by Teens

- Headache or "pressure" in head.
- Nausea or vomiting.
- Balance problems or dizziness, or double or blurry vision.
- Bothered by light or noise.
- Feeling sluggish, hazy, foggy, or groggy.
- Confusion, or concentration or memory problems.
- Just not "feeling right," or "feeling down."

**Talk with your teens about concussion.** Tell them to report their concussion symptoms to you and their coach right away. Some teens think concussions aren't serious or worry that if they report a concussion they will lose their position on the team or look weak. Remind them that *it's better to miss one game than the whole season.*



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## GOOD TEAMMATES KNOW:

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.



**Concussions affect each teen differently.** While most teens with a concussion feel better within a couple of weeks, some will have symptoms for months or longer. Talk with your teens' health care provider if their concussion symptoms do not go away or if they get worse after they return to their regular activities.



### Plan ahead.

What do you want your teen to know about concussion?

### What Are Some More Serious Danger Signs to Look Out For?

In rare cases, a dangerous collection of blood (hematoma) may form on the brain after a bump, blow, or jolt to the head or body and can squeeze the brain against the skull. Call 9-1-1 or take your teen to the emergency department right away if, after a bump, blow, or jolt to the head or body, he or she has one or more of these danger signs:

- One pupil larger than the other.
- Drowsiness or inability to wake up.
- A headache that gets worse and does not go away.
- Slurred speech, weakness, numbness, or decreased coordination.
- Repeated vomiting or nausea, convulsions or seizures (shaking or twitching).
- Unusual behavior, increased confusion, restlessness, or agitation.
- Loss of consciousness (passed out/knocked out). Even a brief loss of consciousness should be taken seriously.



You can also download the CDC HEADS UP app to get concussion information at your fingertips. Just scan the QR code pictured at left with your smartphone.

### What Should I Do If My Teen Has a Possible Concussion?

As a parent, if you think your teen may have a concussion, you should:

1. Remove your teen from play.
2. Keep your teen out of play the day of the injury. Your teen should be seen by a health care provider and only return to play with permission from a health care provider who is experienced in evaluating for concussion.
3. Ask your teen's health care provider for written instructions on helping your teen return to school. You can give the instructions to your teen's school nurse and teacher(s) and return-to-play instructions to the coach and/or athletic trainer.

Do not try to judge the severity of the injury yourself. Only a health care provider should assess a teen for a possible concussion. You may not know how serious the concussion is at first, and some symptoms may not show up for hours or days. A teen's return to school and sports should be a gradual process that is carefully managed and monitored by a health care provider.

➤ **Teens who continue to play while having concussion symptoms or who return to play too soon—while the brain is still healing—have a greater chance of getting another concussion. A repeat concussion that occurs while the brain is still healing from the first injury can be very serious and can affect a teen for a lifetime. It can even be fatal.**

Revised 12/2015



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To learn more, go to [www.cdc.gov/HEADSUP](http://www.cdc.gov/HEADSUP)

## **PHYSICAL EXAMINATION**

Effective June 1, 2007, the Cumberland Valley School District and the PIAA will accept only a yearly comprehensive physical (see appendix A); the initial pre-participation physical evaluation performed by an Authorized Medical Examiner **AFTER May 31, 2018.**

A re-certification is required, for each subsequent sports season, if the student:

- a. Suffers an illness or injury which renders the student unable to participate in 25% or more of the regular season contests in the immediately preceding sports season; and/or
- b. Suffers an illness or injury which resulted in absence from school for ten (10) or more days and/or which requires surgery.

**Athletes must have a completed physical form and drug testing forms signed and turned into the Athletic Office or Athletic Training Room before they will be able to tryout for a team.**

**See appendix B for comprehensive physical form**

## **CUMBERLAND VALLEY GUIDELINES TO MINIMIZE/REDUCE COMMUNICABLE SKIN CONDITIONS AND INFECTIOUS DISEASES**

The following guidelines are adopted from Position Statements by the National Athletic Trainers Association and the National Federation of State High School Associations. Cumberland Valley Athletic Department strongly recommends the following guidelines are carried out by all those involved with athletics and our athletes. Following these guidelines will help reduce the occurrences and outbreaks of infectious diseases. This will take an active participation of the coaches, parents, athletes, as well as the school district. After each statement are initials indicating who the primary responsibility falls upon. Although this is a collaborative effort by all those involved, each statement has a specific responsibility more applicable to some.

A – Athlete  
AT – Athletic Trainer  
C – Coach  
D – School District  
P – Parent

### **GENERAL**

1. Wash hands thoroughly with soap and water or use an alcohol-based hand sanitizer routinely. Hands should be washed every time after using the bathroom (A, AT, C, D, P)
2. Immediately shower after practice/competition. (A, P, C)
3. Use your own soap (preferably liquid), towel and wash cloth. (A, P)
4. Do not share personal hygiene products (bar soap, razors, etc.) with others. (A, P)
5. Wash towels, wash cloths, and all athletic clothing worn during practice/competition daily. Make sure gym bags are washed and/or disinfected each time dirty workout clothes are transported in them. (A, P)
6. Don't perform cosmetic shaving of chest, legs or genital areas. (A)
7. Seek proper first aid. (A, AT, C)
8. Don't let abrasions or open sores go without evaluation by the Athletic Trainer. Be sure to keep them clean and covered with proper dressings. (A, AT, C)

9. Inform the Athletic Trainer about any suspicious lesions at the beginning of practice. Only skin infections that have been properly diagnosed and treated may be covered and allowed to participate. (A, AT, C)
10. Playing fields should be inspected by coaches, athletic trainers, and field maintenance personnel for animal droppings that could cause bacterial infections of cuts or abrasions. (AT, C, D)

## **EQUIPMENT**

1. It is recommended that athletes do not share sports equipment, but if necessary shared sports equipment (helmets, pads, etc.) and wrestling headgear should be disinfected on a daily basis. (A, C)
2. Wash athletic gear (such as knee pads, elbow pads, wrestling shoes) on a regular basis (weekly minimum) and dry thoroughly. (A, P)
3. Clean/disinfect protective equipment such as helmets, shoulder pads, and hockey goalie equipment on a regular basis (weekly minimum). (A, P)
4. Weight room equipment, including benches, bars and handles should be disinfected before and after each weight room session. Weight room floors should be disinfected each night. (C, D)
5. Replace/repair torn and worn out padding on weight machines. (D)
6. Avoid common tubs with any open wounds, scrapes or cuts. Any athlete with an open wound must have the wound covered and sealed (such as with a plastic bag) or must have a tub to themselves. (A, C)
7. Athletes should shower or use hand sanitizer before and after using common tubs. (A, C)
8. Tubs must be disinfected after each use. (A, AT, C)
9. Athletes should not share water bottles or sweat towels, and are strongly encouraged to be responsible for their own water bottle and sweat towel. (A, AT, C, P)
10. As stated earlier, all athletic clothing worn during practice/competition, towels and wash cloths should be washed daily. (A, P)

## **LOCKER ROOMS/SHOWER ROOMS**

1. All items should be kept off the floors so the locker room floors can be disinfected each night. (A, C)
2. Athletic gear should not be stored in the lockers that do not have adequate ventilation. Team rooms should be kept locked if equipment can't be put in lockers. (A, C)
3. If a locker room has poor ventilation, fans should be placed in the room to increase air circulation. (D)
4. Athletic lockers should be sanitized between seasons. (D)
5. Rather than carpeting, locker or dressing rooms should have tile floors that may be cleaned and sanitized. (D)

## **ATHLETIC TRAINING ROOM (ALL IN THIS CATEGORY IS AT)**

1. Disinfect treatment/taping tables daily.
2. Athletes with open wounds, scrapes, or cuts must use an individual whirlpool or tub.
3. Whirlpools and tubs must be disinfected after each use. If a whirlpool is used, disinfectant must be run through the turbine.
4. Ice scoops should be disinfected regularly.
5. Coolers and bottles that are used must be sanitized each night.

## **WRESTLING ROOM/WRESTLERS**

1. Coaches/Athletic Trainer should visit with wrestlers, and their parents/guardians to discuss how to recognize and prevent the most common communicable skin conditions. (AT, C)
2. Wrestling mats are to be cleaned with disinfectant before and after each individual team (school, youth, and matches). Allow mats to air dry before using. (C, D)
3. Use "designated" mops to clean the wrestling mats. Mop heads should be washed after each use. Mop heads and disinfectant should be changed after each cleaning. (D)

4. Use mat tape to cover small holes and tears on top and bottom surfaces of mats. (C, D)
5. Wipe down the padding along walls daily after practices are finished. (D)
6. **No street shoes are allowed on the wrestling mats. (EVERYONE)**
7. Wrestlers should keep fingernails trimmed short to avoid scratching others or themselves, as any opening in the skin increases the risk of infection. (A)
8. Wrestlers should have daily skin checks performed. (A, AT)

## MINIMAL STANDARDS

The following minimal standards should be helpful in guiding our student-athletes and will appear in the student handbook. Additionally, each coach will develop reasonable regulations or standards that are deemed necessary in a particular sport.

In addition to “The Code of Conduct for Cumberland Valley Extra Curricular Programs” the Coach will give a written “Code” to every interscholastic athlete...this “Code” must clearly define:

1. Board Policy No. 122 “Code of Conduct” for Cumberland Valley High School students participating in co-curricular programs.
2. Practice and game philosophy.
3. What is expected of team members at practice, games, in school, on bus trips, etc.
4. Training rules.
5. Personal appearance code.
6. Locker room and equipment rules.
7. Philosophy pertaining to discipline...a consistent progression of measures which will lead to suspension and/or expulsion. Consult the Athletic Director before permanently expelling an athlete from the squad...keep us informed on all measures of discipline.
8. The written code must be presented to and gone over with the Director of Athletics before being presented to your athletes.

## EXPECTATIONS

The Cumberland Valley School District takes great pride in fielding first class athletic teams. Your appearance and behavior as a member of an Eagle Team is expected to be of Championship quality. You are a representative of your team, your school and your community when you compete in an interscholastic athletic contest.

Our tradition is not a mistake. Remember:

***First Impressions are lasting; it is essential to look like a “Champion.”***  
Personal pride starts with appearance and living habits.

## **PARTICIPATION IN SPORTS**

### **P.I.A.A. SEASON AND OUT OF SEASON RULES AND REGULATIONS**

#### **Section 1. Guidelines**

Consistent with the concept that interscholastic athletics are a part of the educational system, and consistent with the established goals of health, safety, and sportsmanship, the following guidelines for out-of-season regulations are set forth:

1. The basic responsibility of all administrators and athletic Coaches is to provide students who are participating in interscholastic athletics with a worthwhile, educational experience.
2. All sports have a defined-season, and no sport shall operate to the detriment of any other sport.
3. All students should have the opportunity to participate in as many interscholastic athletic experiences as is reasonably possible.

#### **Section 2. Rules and Regulations.**

Each sport has a defined-season which includes the first Practice day, the first Inter-School Practice or Scrimmage day, the first Regular Season Contest day, the last Regular Season Contest day, the District Deadline, the dates for PIAA Championships, the maximum number of Regular Season Contests and the maximum number of Regular Season Inter-School Practices or Scrimmages. All PIAA member schools must comply with the defined-season established for each sport.

Within each defined-season, PIAA member schools may sponsor sports Teams which compete against other PIAA member schools or schools that follow all PIAA Policies and Procedures and Rules and Regulations.

##### **A. Out-of-Season Activities**

Outside of the defined-season for sports.

1. PIAA member schools may not sponsor Teams in that sport.
2. PIAA member schools, Coaches and/or students of PIAA member schools may be involved with sports activities such as training programs, recreational activities. Open Gyms, Clinics, and camps provided that any participation by Coaches and/or students is as private citizens and is voluntary as described below.
3. Coaches and/or students acting as private citizens, and on a voluntary basis, may participate on Teams that are not affiliated with PIAA member schools during the out-of-season period. Coaches and other PIAA member school personnel may not require a student to participate in a sport or a training program for a sport outside of the PIAA-defined sports season. The participation of students in any sports activity that occurs outside of its defined season must be voluntary.



4. The school's name, nickname, interscholastic athletic uniform, interscholastic athletic equipment, and interscholastic athletic health/first-aid supplies may not be used by community organizations and groups. The school's name, nickname and interscholastic athletic uniforms may not be used by students; however, the Principal, with the exception of football equipment, may permit students to use the school's interscholastic athletic equipment and the school's interscholastic athletic health/first –aid supplies.

## **B. Conclusion of Regular Season.**

Except as provided below, all activity in a sport, including Practice, shall terminate by the last Regular Season Contest day in that sport unless the Team is entered into District or Inter-District Championship Contests. If the Team is entered into those Championship Contests, all activity in the sport must terminate on the day of elimination from such Championship Contests.

With the approval of the District Committee, Regular Season Contests which have been postponed may be rescheduled and played between the last Regular Season Contest day in that sport and the District Deadline in that sport. For purposes of the immediately preceding sentence, the date of playing of the last such postponed Regular Season Contest shall constitute the last Regular Season Contest day in that sport.

## **C. Football.**

The following sport-specific rules modify the provisions otherwise set forth in this ARTICLE. To the extent any other provision in this ARTICLE is inconsistent with this Section, this Sections controls.

1. For purposes of this Section, "Physical Contact" shall mean blocking and/or tackling. "Physical Contact" does not include contact with blocking and/or tackling dummies, shields, and/or sleds; and/or minimum risk "form" blocking or tackling.
2. Students who engage in Physical Contact at football camps and/or during clinics and/or drills, or similar or comparable functions or activities, and/or during Practices, Inter-School Practices, Scrimmages, and/or Contests, outside the PIAA-defined football season, shall be ineligible to participate in interscholastic football for a period of up to one year from the date of such participation. Coaches assisting and/or supervising in Physical Contact by students from PIAA member schools, outside the PIAA-defined football season, shall be ineligible to Coach interscholastic football at any PIAA member school for a period of up to one year from the date of such conduct.
3. Outside the PIAA-defined football season, the Principal may permit students of the Principal's school to use the school's helmets, shoulder pads, and shoes for non-Physical Contact skill related instruction supervised by school-approved adults or at instructional camps. This provision is to promote student safety in football-related activities that do not include Physical Contact.

4. In recognition of the unique circumstances within those PIAA member schools that are absent of any junior high/middle school interscholastic football program, students enrolled in and attending those member schools in grades 7 and 8 may annually participate in the out-of-season interscholastic football program organized and operated as National Football League (NFL) Junior Player Development. A student's participation shall be limited to a maximum of two week per year.
5. Nothing in this Section shall prevent any student from participating up through the completion of 8<sup>th</sup> grade, on a community based non-school affiliated youth fall football programs through December 31<sup>st</sup> of the same calendar year.

## **PERSONAL APPEARANCE CODE/GENERAL RULES**

### **CUMBERLAND VALLEY STUDENT/ATHLETE**

#### **APPEARANCE**

1. Boys and girls hair must be neat and clean and worn in a fashion that is clear of the eyes.
2. Dress for home and away games:
  - a. Apparel must be neat and clean; not extreme in design or fashion (jeans that are frayed, patched, faded or have holes will not be permitted. No T-shirts of the undershirt type or shirts with slogans)

#### **GENERAL RULES FOR STUDENT/ATHLETE**

- a. YOU must demonstrate an interest in ACADEMIC ACHIEVEMENT. Do not use ATHLETICS as an excuse for not studying.
- b. PROMPTNESS at all practice sessions, meetings, and trips.
- c. Positively NO ALCOHOLIC BEVERAGES, TOBACCO OR DRUGS under any circumstances.
- d. Plan your study program – get plenty of rest.
- e. YOU must attend every practice session. The Coach is the only one who grants permission to miss a practice.
- f. You are responsible for all equipment and its maintenance.
- g. Personal valuables should be given to the designated manager or locked in your locker.
- h. Do not bring friends into the locker room.
- i. All that takes place at practice or in the locker rooms is confidential. Treat it so. Be a booster of your teammates.
- j. If you quit or are dropped from the team, you will turn in all equipment within 24 hours.

Violations to the “CODE OF CONDUCT” will be treated on an individual basis. Each case will be weighed by the coaching staff and/or administration and could lead to suspension and/or expulsion from a squad.

**SCHOOL BOARD POLICIES FOR  
CUMBERLAND VALLEY HIGH SCHOOL STUDENTS  
PARTICIPATING IN EXTRA CURRICULAR PROGRAMS**

**See Appendix A  
For copies of School Board  
Policies**

**Board Policy No. 122**

**Board Policy No. 123**

**Board Policy No. 227**

**Board Policy No. 247**

**Board Policy No. 249**

## SCHOLARSHIP HIGH SCHOOL AND MIDDLE SCHOOL

### ACADEMIC PERFORMANCE

#### A. Academically eligible student-athletes

1. A student athlete is deemed academically eligible as long as the student athlete is passing four credits for grades 7 through 11.
2. Coaches will receive email notification from the athletic office of student athletes that are failing any classes so that the coaches can help the athletes get any necessary academic help. The athletic department will check grades via CVSIS every Wednesday at 12:00 PM and any make up work or changes must be finalized by Friday at 12:00 PM.

#### B. Guidelines for an Ineligible Student Athlete

1. A student athlete is deemed academically eligible as long as the student athlete is passing four credits for grades 7 through 11.
2. Eligibility shall be cumulative from the beginning of the grading period, shall be reported on a weekly basis, and shall be filed in the Principal's office. In cases where a student athlete's cumulative work from the beginning of the grading period does not, as of any Friday meet the standard, the student athlete shall be ineligible the following Sunday through Saturday.
3. Students who do not meet eligibility requirement on their report cards will be declared ineligible for fifteen (15) school days beginning the date report cards are issued. (PIAA Article X, Section 3)
4. Academically ineligible student athletes may not be dismissed early from school to attend any games or meets and cannot be dressed for competition or sit with the team during competition.
5. The **THIRD** time student athletes are declared ineligible during the same season, the student athlete will be removed from the team.

#### C. New Pupils Must Meet Eligibility Requirements on Curriculum

Pupils, who are enrolled for the first time, must comply with the requirements of the curriculum rules. The standing required for the preceding week, the preceding grading period or the preceding year shall be obtained from the records of the last school, which the pupil has attended.

#### D. Use of Final Credits at End of School Year

At the end of the school year, the student's final credits in his/her subjects rather than his/her credits for the last grading period shall be used to determine his/her eligibility for the next grading period or next school year.



If you want to play sports at an NCAA Division I or II school, start by registering with the NCAA Eligibility Center at **NCAA Eligibility Center ([eligibilitycenter.org](http://eligibilitycenter.org))** during your sophomore year. We support you and your high school by providing resources to help you meet the initial-eligibility standards to participate in college sports.

#### **Core Courses**

NCAA schools require college-bound student-athletes to build a foundation of high school courses to prepare them for the college classroom. Not all high school classes count as NCAA core courses. Only classes in English, math (Algebra 1 or higher), natural or physical science, social science, foreign language, comparative religion or philosophy may be approved as NCAA core courses. Visit **NCAA Eligibility Center ([eligibilitycenter.org](http://eligibilitycenter.org))** for a full list of your high school's core courses.

\*\* The NCAA has very specific guidelines with regard to on-line courses. Please do not assume they will be approved courses. Please check with your counselor for verification.

#### **Grade-Point Average**

The NCAA Eligibility Center calculates your grade-point average (GPA) based on the grades you earn in NCAA-approved core courses.

### **NCAA APPROVED COURSES**

Any student athlete interested in playing a sport at a Division I or Division II school must be registered with the Eligibility Center. The NCAA encourages on-line registration at [www.eligibilitycenter.org](http://www.eligibilitycenter.org). Please see your counselor if you have any questions.

#### **Courses Taken Before High School**

Students taking high school classes before high school, the class may count toward your 16 cores courses if it appears on your school's list of NCAA-approved courses and is shown on your high school transcript with grade and credit.

The following are Cumberland Valley High School's approved courses:

<p style="text-align: center;"><b>English</b></p> <p>English 9/H English 10/H American Lit 11 World Lit 12 English Language 11/AP English Literature 12/AP IB English HL I/HL II HACC English 101 HACC English 102</p> <p style="text-align: center;"><b>Math</b></p> <p>Alg I/H Alg II/H Pre-Calculus w/ Trig/H Calculus CP Calculus AB AP Calculus BC AP Financial Algebra Geometry I/H Statistics CP (0.5 cr) Statistics AP Alg III//Trig IB Math SL I/SL II IB Math HL I/HL II IB Math Studies SL Calculus III H</p>	<p style="text-align: center;"><b>Natural/Physical Science</b></p> <p>Anatomy/Human Physiology H (lab) Astronomy (lab) (0.5 cr) Biochemistry H (lab) Biology I/H/AP (lab) Wildlife Biology &amp; Ecology (lab) Zoology &amp; Botany H (lab) Conceptual Chemistry (lab) Chemistry I/H/AP (lab) IB Chemistry HL/SL (lab) Environmental Science (lab) Environmental Science AP (lab) Meteorology &amp; Oceanography (lab) Conceptual Physics (lab) Physics I (lab) Physics I AP (lab) Physics C AP (lab) IB Physics SL (lab) IB Sports Exercise &amp; Health Science (lab) Topics in Applied General Science (TAGS) (lab)</p> <p style="text-align: center;"><b>Social Science</b></p> <p>Anthropology (0.5 cr) Comparative Gov't AP Contemporary Global Issues HACC History 103</p>	<p>HACC History 104 History/European AP Gov't/Econ/AP (0.5 cr) Human Geography/AP Psychology/AP IB Psychology SL Sociology U.S. History/AP World History/H/AP IB History HL I/HL II</p> <p style="text-align: center;"><b>Additional Core Courses</b></p> <p>French 1, 2, 3H, 4AP, 6H AP French Language IB French SL I/SL II German 1, 2, 3H, 4AP, 6H AP German Language IB German SL I/SL II Latin 1, 2, 3H 4AP Spanish 1, 2, 3H AP Spanish Language AP Spanish Literature IB Spanish SL I/SL II IB Spanish Ab Initio I/II Chinese 1, 2H, 3H, 4H, 5AP IB Chinese SL I/SL II</p>
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## NCAA ACADEMIC STANDARDS

<p style="text-align: center;"><b>DIVISION I</b></p> <p>To play sports at a Division I school, you must graduate high school and meet <b>ALL</b> the following requirements:</p> <ol style="list-style-type: none"> <li>Complete 16 NCAA core courses: <ul style="list-style-type: none"> <li>4 years of English</li> <li>3 years of math (Algebra I or higher)</li> <li>2 years of natural or physical science (including one year of lab science if your high school offers it)</li> <li>2 years of social science</li> <li>1 additional year of English, math, natural/physical science, social science, foreign language, comparative religion or philosophy</li> <li>4 years of additional courses (any area above, foreign language, or comparative religion/philosophy)</li> </ul> </li> <li>Complete 10 core courses, including seven in English, math or natural/physical science, before the start of your seventh semester. Once you begin your seventh semester, you may not repeat or replace any of those 10 courses for GPA improvement.</li> <li>Earn at least a 2.3 GPA in your core courses</li> <li>Earn an SAT combined score or ACT sum score that matches your core-course GPA on the Division I sliding scale for students enrolling on or after August 1, 2016.</li> </ol>	<p style="text-align: center;"><b>DIVISION II</b></p> <p>To play sports at a Division II school, you must graduate high school and meet <b>ALL</b> the following requirements:</p> <p><b>Before August 1, 2018:</b></p> <ol style="list-style-type: none"> <li>Complete 16 high school core courses.</li> <li>Earn at least a 2.000 GPA in your high school core courses.</li> <li>Earn a combined SAT score of 820 or an ACT sum score of 68.</li> </ol> <p><b>After August 1, 2018:</b></p> <ol style="list-style-type: none"> <li>Complete 16 high school core courses.</li> <li>Earn at least a 2.200 GPA in your high school core courses.</li> <li>Earn the SAT or ACT score that matches your core-course GPA (minimum 2.200) on the Division II competition sliding scale.</li> </ol> <p><b>Core Courses for Division II:</b></p> <p>To play sports at a Division II school, you must complete these NCAA core courses:</p> <ul style="list-style-type: none"> <li>3 years of English</li> <li>2 years of math (Algebra I or higher)</li> <li>2 years of natural or physical science (including one year of lab science if your high school offers it)</li> <li>2 years of social science</li> <li>4 additional years of English, math, natural or physical science, social science, foreign language, comparative religion or philosophy</li> <li>3 years additional English, mathematics, or natural/physical science.</li> </ul>
<p><b>DIVISION III</b></p> <p>Division III schools provide an integrated environment focusing on academic success while offering a competitive athletics environment. While Division III schools do not offer athletics scholarships, 75 percent of Division III student-athletes receive some form of merit or need-based financial aid.</p> <p>If you are planning to attend a Division III school, you do not need to register with the NCAA Eligibility Center. Division III schools set their own admissions and eligibility standards. You can visit <b>NCAA.ORG/d3</b> or contact the Division III school you are planning to attend.</p>	



## ATTENDANCE

On the date of a PIAA athletic event or practice, the student-athlete must attend school, or he/she will be ineligible to participate on that specific date. If for some reason the student-athlete is not present by the time attendance is taken in homeroom, the **student-athlete must report to school no later than 10:30 AM**. The only exception is an excuse from the doctor's office (original copy), family death, or prior approval from the Athletic Director or Principal.

If the student/athlete does not report by **10:30 AM** he/she will be ineligible on that specific day for games or practice.

If a student-athlete is sent home sick, it is important that he/she not participate in a game or practice because of their own health and the health of the other players/opponents. Therefore, if a student/athlete is sent home sick, he/she is to remain at home. This will not be held against the student/athlete in any manner.

To compete in a scheduled Saturday (or vacation day) game or practice, a student/athlete must have attended school the previous day OR produce a written excuse verifying legal absence signed by parent or guardian. Legal excused absences include illness, family emergencies, prearranged doctor or dental appointments, authorized school activities and approved educational trips.

**ANY STUDENT SERVING AN IN-SCHOOL SUSPENSION IS NOT ELIGIBLE TO PARTICIPATE IN ANY INTERSCHOLASTIC CONTEST OR PRACTICE.**

## GUIDELINES AWARDS FOR INTERSCHOLSTIC ATHLETICS

The criteria for awarding a letter will be an evaluation by the coach or coaches concerning the amount of games or meet time played by the athlete along with the following guidelines:

40% of Total Innings/Quarters	50% of Total Quarters
Baseball	Football
Basketball	Lacrosse
Field Hockey	
Soccer	
Softball	
Water Polo	

Based on Averaging 1 Point per Meet	Participate in 40% of Matches/Games
Cross Country	Golf
Swimming	Tennis
Track/Field	Volleyball
	Wrestling

Letters will be awarded in each sport the first time an athlete meets the requirements. In succeeding years when a varsity letter is earned, a pin will be issued in lieu of a varsity letter. An athlete must finish the season in good standing to earn an athletic award.

Letters will be awarded on the recommendation of the coach for the following:

Cheerleaders  
Managers  
Student Trainers

Seniors not meeting the requirements:

- The awards for seniors, who do not meet the above criteria, will be based on the recommendation of the coach.
- The Coaches' recommendation will supersede any or all of the above criteria in evaluating game time.

Areas a coach can use to recommend a letter include:

- Attitude of athlete
- Attendance of athlete
- Self-discipline of athlete
- Character of athlete
- Skill development of athlete
- Leadership qualities of athlete
- Loyalty qualities of athlete

## EMERGENCY ACTION PLAN/LIGHTNING POLICY

The following plan is the course of action to be taken by those affiliated with the Cumberland Valley athletic program in the event of an athletic injury.

**If an athlete is injured and an athletic trainer(s) is present at the site of injury**, the athletic trainers will evaluate the injury and make the determination of how to care for the injury, possibly with the assistance of the coaching staff. **Until the school district makes it mandatory, it is strongly advised that the coaching staff have current certification in first aid and CPR (2016 Mandatory).**

\*\*\*If an injury occurs in the pool that requires a water rescue, the designated lifeguard or a certified lifeguard will perform the rescue with the Athletic Trainer assisting (if the ATC is not on site the rescue will be performed by the lifeguard and the ATC will be notified by phone or radio). Once the athlete is removed from the water, the Athletic Trainer becomes the primary caregiver.

**If an athlete is injured on the field/court and the athletic trainer(s) is not present at the site:**

- The athletic trainer(s) should be notified via the two-way radio that there is an injury. If the radio is not working or not available, the coach should have a cell phone as backup. (see ATC's phone numbers on last page) If a cell phone is not available or does not have reception, the coach should send an assistant to the nearest landline phone (see landline phone locations) **with emergency phone numbers and keys to access the building/rooms** to contact the necessary personnel. In the case of **Winter Sports** the coaches may choose to send someone to the athletic training room, because of the close proximity (excluding Good Hope and Eagle View), to notify the Athletic Trainer. At this time the coach should advise the athletic trainer whether or not to bring the AED. There is an AED available in each athletic training room unless the ATC(s) are located at practice/game sites, then they will usually carry the AED with them. There are also AEDs located in the pool office, outside the Performing Arts Center, outside the Eagle View Nurse's office and outside the nurse's office at Good Hope. If the AED must be used, the policies and procedures outlined by the Cumberland Valley School District will be followed.
- The coach and/or the student athletic trainer (if present) must determine whether to call an ambulance or wait for the athletic trainer(s) to arrive. Their decision may be assisted by the athletic trainer through communication over the radios/cell phones.
- The person who is notifying the ambulance should follow the following procedure:
  - ◆ Dial 911 (9-911 if calling from an on-campus phone)
  - ◆ Give your full name and title
  - ◆ Give the location of the athlete
  - ◆ Give a brief description of the injury
  - ◆ Arrange to have somebody meet the ambulance at the designated entrance (either the main entrance or Dapp Road) to the school if possible.
  - ◆ \*\*\*Don't hang up until the operator hangs up\*\*\* An ambulance has been dispatched even though you are still on the phone. A team of at least eight dispatchers are working to get all the necessary information.
- If someone in the athletic training room was notified to call the ambulance they should follow this same procedure which is posted by the telephone.
- While waiting for the ambulance appropriate applicable medical care (first aid/CPR) should be given to the athlete and his/her medical forms should be checked. These forms are located in the athletic training room and/or with the coach. The form contains emergency phone numbers and pertinent medical history of the athlete.

- The parents should be notified (numbers are on the forms) for additional information including what hospital they prefer to transport their child if the need be.
- Someone on the coaching staff or school personnel should accompany the athlete if there is no parent/guardian present.

**If an athletic trainer is not on the school campus or designated “home event” site at the time of injury:**

**A medical emergency requiring immediate medical attention:**

- The head coach calls on a cell phone or sends someone (preferable an assistant) to call for an ambulance (911) if needed. The coach also designated someone to go meet the ambulance at the appropriate entrance.
- The coaching staff initiates CPR/First Aid until the ambulance arrives.
- The parents are contacted and pertinent medical information is taken from medical history forms.
- The athletic trainers are contacted and notified of the incident.
- Someone on the coaching staff or school personnel should accompany the athlete if there is no parent/guardian present.

**An injury that requires medical attention, but not immediately:**

- The coach will evaluate the injury’s seriousness.
- Administer appropriate first aid.
- Try reaching an athletic trainer by telephone.
- Follow the advice of the athletic trainer if contacted.
- Call parents if you have doubts.

**When traveling to another school it is important to have an emergency plan:**

- Before the contest the coach should check with the host athletic trainer/coach as to their procedure for handling an emergency.
- If no plan is in effect the coach should apply the plan mentioned above “if an athletic trainer is not on the school campus.”
- Have access to a cell phone or find out where the nearest phone is located.
- Emergency forms are located in the medical kits.
- The athletic trainer(s) should be notified regarding the injury as soon as possible.

### **Landline Phone Locations**

Coaches should familiarize themselves with the landline phone in closest proximity to their practice/game areas. The following are suggested locations:

- High School: Athletic Training Room, Weight Room, PE Offices, Pool Office, and classrooms.
- DSF: Athletic Training Room, Weight Room, and the Coaches’ office.
- Eagle View: PE Office, Custodial room (near docks), and Nurse’s Office.
- Good Hope: PE office

**Remember to send emergency numbers and building keys with the person going to make the call.**

## LIGHTNING PLAN

**This plan was taken from the Journal of Athletic Training, Volume 48, Number 2, April 2013. With the suggestions from this article, the coaches from each sport should use the information to know when to leave their location, where to seek safe location, and when to return to their location.**

During traditional practice times the certified athletic trainer(s) will be the final authority as when to cancel or suspend practice due to thunder and/or lightning by calling each practice site, or driving out to the practice and speaking with the head coach. If at any time the coach suspects danger, and the athletic trainer(s) has not yet communicated with him/her in the process of clearing the practice fields, he/she should remove all personnel to a designated safe location. The responsibility of removing a team or individuals from an athletic site in the event of dangerous and imminent thunder and/or lightning activity lies on the coach supervising the activity. During a contest the certified athletic trainer(s) and athletic director or game administrator will confer and come to an agreement as to suspending the play of the game due to thunder and/or lightning. At this point both head coaches will be notified as well as the officials.

The athletic training staff should be aware of thunderstorm development. As a preventative measure, the athletic trainer(s) will check the weather each day before practices by using an internet weather monitoring service. This service can give live weather reports and flash an alarm if the National Weather Service issues a severe thunderstorm watch or warning for the surrounding area. Since thunderstorms can become threatening in as little as half an hour, the coaching and athletic training staff should know safe locations closest to the athletic site and how long it takes to reach the designated location.

**Safe locations** are defined as fully enclosed buildings and vehicles (eg, schools, homes, cars, vans and buses).

**Unsafe locations** are defined as places termed *shelters*, that can be also be open, or enclosed pools and locker rooms that are not grounded (eg, dugouts, storage sheds, tents, concession stands, trees, press boxes).

The Cumberland Valley Athletic Trainers promote the following policy guidelines on lightning safety for all outdoor activities as well as swimming and water polo.

1. If thunder can be heard, lightning is close enough to be a hazard. All persons must immediately leave the athletic site or swimming pool and seek a safe location
2. Stay away from tall or individual trees, lone objects (light or flag poles) metal objects (fences and bleachers), standing pools of water, and open fields.
3. Allow 30 minutes to pass after the last strike of lightning is seen (at least 5 miles away) and after the last sound of thunder. This 30 minute clock restarts for each lightning flash within 5 miles and each time thunder is heard.
4. Lightning strike victims do not carry an electrical charge. CPR is safe for the responder, however this is at the responder's own risk under the assumption there is still thunder/lightning.
5. If athletes cannot reach a safe location during a thunderstorm they should at least avoid the riskiest locations. This includes elevated places, open areas, tall isolated objects, or near large bodies of water. Athletes should never seek shelter near or under a tree to keep dry.

## DESIGNATED SAFE LOCATIONS

**DO NOT ALLOW YOUR ATHLETES TO BE OUTSIDE DURING THUNDER/LIGHTNING ACTIVITY-SEEK YOUR DESIGNATED SAFE LOCATION OR CLOEST SAFE LOCATION.**

The designated safe location for all outdoor events occurring on the fields, stadium, and track by Eagle View mainly used by field hockey, cross country, softball, football, soccer, and lacrosse will be the **Eagle View Lobby and/or Gym area**. The storage sheds and trailers are NOT considered a designated safe location.

The designated safe location for all outdoor events using tennis courts, football practice fields, JV baseball field, and the stadium is the **District Support Facility (DSF)**. Athletes will meet inside the DSF using the locker rooms (avoid shower rooms) and weight room.

The designated safe location for all outdoor events using tennis courts, baseball, softball, field hockey fields will be **Eagle Lobby (lobby by Performing Arts Center)**.

The designated safe location for events held on the Eagle Foundation soccer fields will be the high school. The closest entrance to the fields is the **school's main entrance (door #1)** and the entrance by the **Athletic Director's office (door #2)**.

Any events held in the pool must exit the pool, pool deck, and shower facilities and seek a safe area such as the **hallway, spectator gym, or Eagle Lobby**.

Any team that is running off campus refer to [guideline #5](#)

The designated safe location for events occurring at Creek View Park (such as baseball and softball) is **the bus**. If the buses are not available, the teams should seek safety in parent/guardian **cars**. Spectators attending the event should be cleared from bleacher areas and advised to seek a safe location **in cars**, or in **the school** if possible.

**Coaches – If you are at an away event and the opposing team does not have a designated safe location, seek safety on the bus, or in the school if possible.**

All events will be postponed until notified by the athletic trainer or athletic directors when it is safe to continue.

With the information on lightning presented in this policy, the coach and/or athletic trainer can make an intelligent and safe decision regarding the removal of a team or individuals from an athletic site or the stopping of play during dangerous thunderstorm activity. In addition, any individuals who feel they are in danger of any lightning activity have the right to leave a field or event site to seek a safe location.

### Important Telephone Numbers

East Athletic Training Room (Dome): 717- 506-3676 (from a school phone ext. 33676)

District Support Facility Athletic Training Room: 717-506-3342 (from a school phone ext. 23342)

Sheila Mueller: 717-422-4737

## **FIELD/BUILDING USAGE GUIDELINES**

The Cumberland Valley School District provides a variety of athletic facilities that are maintained by the school district maintenance staff. These facilities accommodate our student-athletes and allows them to compete on the highest levels. The Cumberland Valley School District makes District Facilities available for community purposes, provided they do not interfere with the educational program of the schools. The Use of School Facilities is covered in Policy 707 of the Cumberland Valley School District Board Policy.

**All building and field usage must be approved by the Cumberland Valley Board of School Directors. All building and field usage must be supervised by a coach, club advisor or person granted usage by the Board of School Directors.**

When using School District athletic facilities, individuals are asked to adhere to the following guidelines:

### **General Field Usage**

- Do not park on the grass or along the curbs.
- Do not move bleachers or benches.
- Clean up all trash and refuse.

### **Soccer/Field Hockey/Lacrosse Field Usage**

- Use of the “goal mouths” should be limited to games. The CV maintenance staff reserves the right to move field boundary lines to aid in the restoration of “heavy usage” areas.

### **Baseball/Softball Field Usage**

- Batting practice should take place in batting cages.
- Pitchers throwing “live” batting practice must throw off a portable mound or a rubber mat.
- Pitchers mound, home plate and all bases should be raked and tamped at the conclusion of practices and games.
- Clean up all trash and refuse in the dugouts.

### **General Building Usage**

- No cleats will be worn in the building.
- Cleats should be removed and cleaned (in the grass) prior to entering the building.
- Balls should not be used in the hallways.

### **Gym Usage**

- **No** food or drink in the gymnasiums.
- Players are only to use water while on the bench or in the gym, **no sport drinks.**
- No tape on the gym floors.
- Arrangements must be made with the custodial staff to use bleachers and scorers table.
- Arrangements must be made with the Athletic Department to use scoreboards and PA system.
- Doors must be locked at all times when facility is not in use.
- No black soled shoes.

### **Wrestling Room Usage**

- Wrestling shoes only.
- Mats must be rolled and placed in pre-selected areas at the end of each session.
- Mats must be sanitized at the end of each session.

### **Locker Room Usage**

- No horseplay in the locker rooms.
- Items must be locked, in a locker, at all times
- Over night use of lockers is only permitted in designated team rooms.
- Showers must be turned off.
- Clean up all trash and refuse.
- Locks in teams rooms must be removed within five (5) days of the completion of the season.

### **Weight Room Usage**

- Direct supervision is required at all times.
- Wipe down all equipment
- Place all weights back on the rack.
- Return all equipment to its proper location.
- Music must be kept to an “acceptable” level.
- Do not rest on machines.
- **No** food or drink in the weight room.

### **Turf Stadium/Indoor Turf Facility**

- Coach must be present at all times.
- Water only on turf
- **No** food or sports drinks allowed on the turf.
- Please pick up all trash from turf after practice and games.
- **No** gum or plastic/glass bottles on the turf.
- **NO SUNFLOWER SEEDS AT ANY TIME.**



# APPENDIX A



Book	Policy Manual
Section	100 Programs
Title	Extracurricular and Cocurricular Activities
Number	122
Status	Active
Legal	<u>1. 24 P.S. 511</u> <u>2. 22 PA Code 12.1</u> 3. Pol. 227 4. Pol. 122 <u>5. 20 U.S.C. 4071 et seq</u> 6. Pol. 103 7. Pol. 110 <u>8. 22 PA Code 12.4</u> 9. Pol. 218 Pol. 218.1 Pol. 222 Pol. 247
Adopted	June 19, 1997
Last Revised	June 3, 2013

### **Purpose**

The Board believes that the goals and objectives of this district are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular classroom curricular program of the school.[1]

All learning experiences offered by the schools of this district, curricular and extracurricular, should be planned and integrated toward the attainment of the district's objectives.

### **Definitions**

For purposes of this policy, the following terms shall be defined as follows:[2][3]

**Extracurricular activities** - those activities, which are sponsored or approved by the Board, administration, Athletic Director, or principal, but are not offered for credit toward graduation. Such activities shall ordinarily be marked by student participation in the processes of initiation,

planning, organizing, and execution, and available to all students who voluntarily elect to participate, except that where eligibility requirements are necessary or desirable, the Board shall be so informed and must approve the establishment of eligibility standards before they may be operable. Examples of activities that are considered extracurricular activities include, but are not limited to, attendance at or participation in athletics, school plays, student council and school dances.

**Cocurricular activities** - those activities that are sponsored or approved by the Board, are offered for credit towards graduation, and have components of their program that include attendance at and participation in activities scheduled during nonschool hours. A list of the cocurricular activities is included in the student handbook and may be supplemented during the year as approved by the Superintendent and reported to the Board.

**Season of Activity** - during any school year, the period of time established by the coach/advisor of any extracurricular/cocurricular activity within the parameters established by the school and, as appropriate, by the Pennsylvania Interscholastic Athletic Association (P.I.A.A.), from the first scheduled practice date of that activity to the completion of the last competition scheduled for that activity, including playoff contests.

Note: For purposes of this policy, the definitions of cocurricular activities and extracurricular activities apply only to the extent to which the terms delineate those activities in which a student may be restricted from participating in or attending, if it is determined that the student's conduct violated the Code of Conduct set forth herein. A student shall not be penalized academically as a result of violating this Code of Conduct and being suspended from attending or participating in cocurricular and extracurricular activities. As such, if a student is suspended from participating in a cocurricular activity, the suspension shall apply only to that component of the cocurricular activity that occurs during nonschool hours, and the student may continue to participate in the academic portion of the cocurricular activity and earn credit towards graduation.

The Code of Conduct does not require that the violating behavior occur while participating in a cocurricular or an extracurricular activity. Rather, the Code of Conduct is broader in its application. In order to protect the health and safety of students from the effect of drug use, to lessen the peer pressure on students to use alcohol and drugs, and to inculcate discipline, the Board prohibits any student participating in extracurricular/cocurricular activities from violating the Code of Conduct set forth herein during the Season of Activity. All students participating in extracurricular/cocurricular activities are required to abide by the Code of Conduct at all times, twenty-four (24) hours per day, seven (7) days per week, regardless of location or whether the student is actively engaged in the extracurricular/cocurricular activity, during the season of activity. Any student found to be in violation of Code of Conduct, shall be subject to penalties set forth in Policy No. 122. Participation in and attendance at cocurricular and extracurricular activities is a privilege and not a right. As such, school districts are afforded broader discretion to enforce "good citizen" standards against students participating in cocurricular and extracurricular activities.[4]

### **Authority**

The Board shall make school facilities, supplies, and equipment available and assign staff members for the support of a program of cocurricular and extracurricular activities for students. Such availability and assignment shall be in accordance with the Equal Access Act.[1]  
[5][6]

The Board shall maintain the program of cocurricular and extracurricular activities at no cost to participating students, except that the Board's responsibility for the provisions of supplies shall carry the same exemptions as listed in the Board's policy on regular school supplies.[7]

Students may assume all or part of the costs of travel and attendance at cocurricular and extracurricular events and trips.

### **Delegation of Responsibility**

The Superintendent shall prepare procedures to implement a cocurricular and extracurricular program which shall:

1. Assess the needs and interests of the students of this district.
2. Involve students in the planning of cocurricular and extracurricular activities.
3. Be responsive to the articulated needs of students.
4. Ensure the provision of competent guidance and supervision of staff.
5. Guard against the exploitation of students.
6. Provide for the continuing evaluation of the cocurricular and extracurricular program.
7. Ensure that all cocurricular and extracurricular activities are open to all students and that all students are fully informed of the cocurricular and extracurricular opportunities open to them.[2][8]

### **Guidelines**

#### **Code of Conduct**

Student participation in any cocurricular or extracurricular activity is a privilege, which may be revoked or suspended when established rules or regulations are violated. Students who desire to participate in cocurricular and extracurricular activities are expected to properly conduct themselves at all times. In order to protect the health and safety of students from the effect of drug use, to lessen the peer pressure on students to use alcohol and drugs, and to inculcate discipline, the Board prohibits any student participating in extracurricular/cocurricular activities from violating the Code of Conduct set forth herein during the season of activity. All students participating in extracurricular/cocurricular activities are required to abide by the Code of Conduct at all times, twenty-four (24) hours per day, seven (7) days per week, regardless of location or whether the student is actively engaged in the extracurricular/cocurricular activity, during the season of activity.

Any student found to be in violation of the Code of Conduct shall be subject to discipline according to the guidelines established for students involved in all activities.

[Note: It is the intent of the Board of School Directors that the procedures and penalties set forth herein be applied anytime there is a violation of the Code of Conduct which is otherwise not subject to student discipline under Policy 218, e.g. an alcohol violation which occurs off-campus and not during a school-sponsored event or activity.]

The following conduct shall constitute grounds for immediate suspension from participating in or attending all extracurricular and cocurricular activities, including, but not limited to, all practices, competitions, and performances:

1. Any repeated violations of Level II behavior or any violation of Level III behavior as defined in Policy 218, Student Discipline, which includes: "use, possession, distribution, sale, or being under the influence of any drug, drug paraphernalia or alcohol" as defined in Policy 227.[9][3]
2. Engaging in any other activity forbidden by the laws of the Commonwealth of Pennsylvania that constitutes a danger to other persons or interferes with school purposes.

In the case of alleged infractions of the rules and regulations, the participant may be suspended or expelled from practices, participation in the interscholastic competition, or other participation in cocurricular and extracurricular activities. In these cases, the following procedures will be followed:

1. Investigation - The supervisor, coach, or Athletic Director shall report all alleged violations of the Code of Conduct to the building principal, who in turn shall conduct an investigation of the alleged conduct.
2. Meeting - If, after completion of the investigation, a determination is made that a violation of the Code of Conduct has occurred, the principal, together with the coach, supervisor, or Athletic Director shall invite parents to a meeting with the student and student's parents/guardians at which time the student will be afforded the opportunity to be heard.
3. Suspension/Expulsion - If, at the conclusion of the aforementioned meeting, a determination is made that disciplinary action is required, the principal may suspend or expel the student from further participation in any cocurricular and extracurricular activities as set forth in Policy 227 (Drug Awareness): A violation of the Code of Conduct shall carry a suspension from attending and participating in all cocurricular and extracurricular activities for a minimum period of thirty (30) calendar days from the date the decision is made to suspend. A student may be suspended for a period in excess of thirty (30) calendar days. A student may be prohibited from further attendance at and participation in all cocurricular and extracurricular activities for the remainder of any school year if, in the opinion of the principal, the violation warrants such penalty.[3]
4. Appeal - If a student, parent/guardian is not satisfied with the determination made by the principal, an informal hearing may be requested before the Superintendent or the Assistant Superintendent during the Superintendent's absence. The informal hearing must be requested in writing, which writing must be delivered to the Superintendent or Assistant Superintendent during the Superintendent's absence, within five (5) business days of receiving notice of suspension or expulsion. If an informal hearing is requested, it shall be held within ten (10) business days of receiving the written request, and a notice of the time and place of the informal hearing will be given to the student, and the parents/guardians, within five (5) business days of receiving the request.

#### Team/Activity Rules

All other reasonable rules or regulations adopted by the coach or supervisor of an activity shall be followed, provided that participants shall be notified of such rules and regulations by written handouts and posting prior to the beginning of the season (must be presented and reviewed with the administration before being presented to the participants).

#### Scheduling

All school principals and teachers shall avoid scheduling student activities on Wednesdays after 6:30 p.m. and on Sundays. Requests for exceptions to this policy shall be presented to the Superintendent at least one (1) week in advance of the event. If the request is to be presented to the Board, the written request must be presented no less than one (1) week prior to the regularly scheduled Board meeting.

Exceptions to this policy regarding scheduling extracurricular and cocurricular activities may be permitted by the district Superintendent, or by the Board in accordance with the following guidelines:

1. When the school district's league, or when our district, region or state organization scheduled an event which cannot be changed to another day or to an earlier time.
2. When availability of facilities precludes scheduling on another day or at an earlier time.
3. When the event is of significant value in promoting an accepted goal of the school district and no other time is appropriate.

#### Equal Access Act

The district shall provide secondary students the opportunity for one (1) or more noncurriculum related student groups to meet on the school premises during noninstructional time for the purpose of conducting a meeting within the limited open forum on the basis of the religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees.[5]

**Noninstructional time** is the time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends.

The meetings cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.

The Superintendent or his/her designee shall establish the length of sessions, number per week, and other such limitations as felt reasonably necessary.

The district retains the authority to maintain order and discipline on school premises to protect the well-being of students and employees and to ensure that the attendance of students at such meetings is on a voluntary basis.



**CUMBERLAND VALLEY  
SCHOOL DISTRICT**

*Saving to Greatness, Committed to Excellence*

Book	Policy Manual
Section	100 Programs
Title	Interscholastic Athletics
Number	123
Status	Active
Legal	<u>1. 24 P.S. 511</u> <u>2. 22 PA Code 4.27</u> 3. Pol. 103 4. Pol. 122 <u>5. 24 P.S. 1601-C et seq</u> <u>6. 34 CFR 106.41</u> 7. Pol. 103.1 <u>8. 24 P.S. 1603-C</u> <u>24 P.S. 5321 et seq</u> <u>24 P.S. 5331 et seq</u> <u>22 PA Code 12.1</u> <u>22 PA Code 12.4</u> Pol. 123.1 Pol. 123.2 Pol. 204 Pol. 218
Adopted	June 19, 1997
Last Revised	December 7, 2015

**Purpose**

The Board recognizes the value of a program of interscholastic athletics (as defined by Pennsylvania Interscholastic Athletic Association – P.I.A.A.) as an integral part of the total school experience for all students of the district and to the community. The Board further acknowledges participation in interscholastic athletics as a privilege extended to the student body. Participation in interscholastic athletics requires compliance with the student code of conduct and all related district policies.[1]

**Definition**

For purposes of this policy, the program of **interscholastic athletics** (as defined by P.I.A.A.) shall include all activities relating to competitive sport contests, games or events or sport exhibitions involving individual students or teams of students of this district when such events occur between separate schools within this district or with any schools outside this district.

### **Authority**

It shall be the policy of the Board to offer opportunities for participation in interschool athletic programs to male and female students on as equal a basis as is practicable and in accordance with state regulations.[2][3][5][6][7]

The Board shall approve annually a program of interscholastic athletics and shall require that all facilities utilized in that program whether or not the property of this district properly safeguard both players and spectators and are kept free from hazardous conditions.[1]

The Board shall determine the standards of eligibility to be met by all students participating in the interscholastic program. Such standards shall require that each student be covered by the maximum Student Accident Insurance available, or its equivalent, be in good physical condition, be free of injury and shall have fully recovered from illness, as determined by the district physician, before participating in any interscholastic athletic event.[1]

The Board further adopts those eligibility standards set by the Constitution of the Pennsylvania Interscholastic Athletic Association, and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of this district.

The Board further directs that no student may participate in the program of interscholastic athletics that has not maintained a record of academic proficiency in accordance with P.I.A.A. regulations and district eligibility standards, attended school regularly, or returned all school athletic equipment.[1]

### **Delegation of Responsibility**

The Superintendent, or designee, shall annually prepare, approve and present to the Board for its consideration, a program of interscholastic athletics, which shall include a complete schedule of events.

The Superintendent, or designee, shall prepare rules for the conduct of students participating in interscholastic athletics. Such rules shall be in conformity with the rules of the State Board of Education and the P.I.A.A.[4]

The traditional summer recreation program sponsored by the school district shall be in conformity with the above stated guidelines.

Each year prior to participation in an interscholastic athletic activity, every student athlete and his/her parent/guardian shall sign and return the acknowledgement and receipt and review of the following:

1. Athlete/Parent Handbook
2. Physical/Health/Risk of Injury Forms
3. Certificate of Consent for Random Drug Testing



4. Concussion and Traumatic Brain Injury Information Sheet

5. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet

**Guidelines**

Consistent with the concept that interscholastic athletics are part of the educational system, and consistent with the established goals of health, safety and sportsmanship, the following guidelines for out-of-season regulations are set forth for the school district:

1. The basic responsibility of all administrators and athletic coaches is to provide students who are participating in interscholastic athletics with a worthwhile, educational experience.
2. All sports have a defined season, and no sport shall operate to the detriment of any other sport.
3. The student should have the opportunity to participate in as many interscholastic athletic experiences as is reasonably possible. Anything that serves to prevent this opportunity is contrary to the philosophy of the school district.

Consistent with the above, the high school principal shall enforce the following rules and regulations:

1. The school district shall not be involved with athletic programs that relate to its interscholastic athletic programs outside of the P.I.A.A. defined sports' seasons. This means that the school shall not provide any of the following for out-of-season athletic programs: school name, uniforms, officials, publicity, nor any other support or assistance that is directly or indirectly related to the school district.
2. The coach or other representatives of the school shall not require an athlete to participate in a sport or a training program for a sport outside of the P.I.A.A. defined sports' season.
3. P.I.A.A. recognizes that weight training and other conditioning programs are essential for the health and safety of athletes. Therefore, athletes may voluntarily elect to participate in weight training and other conditioning programs outside of the P.I.A.A. defined sports' seasons.
4. All activities in sports including practice shall terminate by the last legal playing date for the regular season in that sport, unless the team is entered into the P.I.A.A. playoffs or P.I.A.A. tournament. If the team is entered into the P.I.A.A. playoffs or P.I.A.A. tournament, all activity in the sport must terminate on the day of elimination from the P.I.A.A. event.

**Male/Female Athletic Opportunities Report**

By October 15 of each year, on the designated disclosure form, the Superintendent or designee shall report to the PA Department of Education the interscholastic athletic opportunities and treatment for male and female secondary school students for the preceding school year.[8]

By November 1 of each year, the completed disclosure form shall be made available for public inspection during regular business hours and posted on the district's website.[8]

The availability of the completed disclosure form shall be announced by posting a notice on school bulletin boards, in the school newspaper, on any electronic mailing list or list serve, and by any other reasonable means.[8]



Book Policy Manual  
Section 200 Pupils  
Title Drug and Alcohol Testing/Awareness  
Number 227

Status Active

Legal 1. Pol. 122  
4. 24 P.S. 510  
5. 24 P.S. 511  
6. 22 PA Code 12.3  
7. Pol. 123  
8. 21 U.S.C. 812  
9. 35 P.S. 780-101 et seq  
10. 42 Pa. C.S.A. 8337  
24 P.S. 1303-A  
22 PA Code 403.1  
35 P.S. 807.1 et seq  
20 U.S.C. 7114  
20 U.S.C. 7161  
21 U.S.C. 801 et seq  
Pol. 000  
Pol. 210  
Pol. 218  
Pol. 227  
Pol. 233

Adopted June 19, 1997

Last Revised June 3, 2013

### **Purpose**

The Board recognizes that the misuse of drugs and alcohol is a serious problem with legal, physical and social implications for the whole school community. This policy and its associated guidelines are intended to protect the health, safety and welfare of all students.

In keeping with the mission of the district, the role of this drug and alcohol abuse prevention

policy and programs is to build partnerships between faculty, administrators, coaches, parents/guardians and students in order to reduce alcohol and other drug-related barriers to academic, athletic and personal development. Cumberland Valley School District provides a multifaceted approach to drug and alcohol prevention. This approach focuses on the establishment of strong partnerships between faculty, administrators, coaches, parents/guardians, students and the community. Therefore, it is the Board's intent to promote nonuse behavior and provide policies that emphasize that the use of alcohol and drugs will not be tolerated.

In the "Communities That Care" Cumberland Valley School District Youth Survey Report administered to a sampling of Cumberland Valley High School students in May 2005, the following results were highlighted:

- Cumberland Valley High School students recorded the highest prevalence-of-use rates for alcohol (70.7%), cigarettes (35.3%), and marijuana (30.8%), while 13.7% of students surveyed reported using illicit drugs other than marijuana at least once in their lifetime.
- Cumberland Valley High School students reported the highest past-30-day prevalence-of-use rates for alcohol (40.7%), marijuana (16.1%), and cigarettes (14.4%), while overall 4.5% of students surveyed reported the use of any illicit drug other than marijuana at least once in the past 30 days.

Furthermore, Cumberland Valley School District in recent years has experienced an upsurge of incidents involving students using, possessing, or being under the influence of drugs or alcohol in violation of Policy Nos. 122 and 227. For example, during the 2004-05 school year, there were 25 reported violations of Policy No. 227, of which 16 cases involved students using, possessing, or being under the influence of drugs or alcohol while at school. The following year, during the 2005-06 school year, there were 41 reported violations of Policy No. 227, of which 28 cases involved students using, possessing, or being under the influence of drugs or alcohol while at school. In addition, during the 2005-06 school year, there were 45 reported violations of Policy No. 122, of which 31 cases involved students using, possessing, or being under the influence of drugs or alcohol either while at school or off of school property.[1]

The increase in violations of Policy Nos. 122 and 227 is commensurate with the reported increase of students being referred for drug and alcohol assessments through the Student Assistance Program. For example, during the 2004-05 school year, 120 students were referred to the Student Assistance Program, of which 54 students were referred for drug and alcohol assessments. The following year, during the 2005-06 school year, 152 students were referred to the Student Assistance Program, of which 89 students were referred for drug and alcohol assessments.[1]

Based upon the results of the "Communities That Care" Cumberland Valley School District Youth Survey Report, student discipline statistics, as well as statistics from the Student Assistance Program, it is evident that drug and alcohol use at Cumberland Valley School District exists across the entire student body. It is in the best interest of our students, and the community at large, to take appropriate steps to deter and prevent drug and alcohol use by students.

Through the use of curriculum and classroom activities, community resources, administrative and faculty efforts, rehabilitative and disciplinary procedures, the district will work to educate and prevent the use and abuse of all drugs and alcohol by students.

The purpose of this policy is to establish rules and regulations intended to prevent the use of drugs and alcohol as follows:

1. To prevent student participants in athletics, extracurricular and/or cocurricular activities, and students receiving driving privileges to and from school from using drugs or alcohol.
2. To protect the health and safety of all students.
3. To prevent accidents and injuries resulting from the use of drugs or alcohol.
4. To provide an effective Student Assistance Program for students who are using drugs or alcohol.
5. To empower students to make responsible choices relating to the use of drugs or alcohol.

### **Definitions**

For purposes of this policy, the following terms shall be defined as follows:[\[8\]](#)[\[9\]](#)[\[10\]](#)

**Alcohol** - Alcoholic beverages including, but not limited to, beer, wine, liquor and any beverage subject to the control and jurisdiction of the Pennsylvania Liquor Control Board and any substance containing ethyl alcohol to the extent that it can impair judgment or function if taken in sufficient quantities.

**Drugs** - shall include all of the following:

1. Controlled substances as defined in the Controlled Substance, Drug, Device and Cosmetic Act, as otherwise prohibited by federal and state law.
2. Prescription or patent drugs (over-the-counter drugs), except those for which permission for use or possession in school has been granted pursuant to Board policy.
3. Anabolic and nonanabolic steroids.
4. Look-alike drugs.
5. Drug paraphernalia.
6. Any solvents or inhalants, such as but not limited to glue and aerosol products.

Examples of the above include, but are not limited to, anabolic steroids, nonanabolic steroids, marijuana, hashish, cocaine, chemical solvents, glue, look-alike substances, and any capsules or pills not registered with the nurse, annotated within the student's health record, and/or taken in accordance with Board policy for the administration of medication to students in school.

**Drug Paraphernalia** - Any utensil, device or item that in the school's judgment can be associated with the use of drugs. Examples may include, but are not limited to, cigarette-rolling papers, roach clips, pipes, and bowls.

**Look-Alike Drugs** - Any noncontrolled substance that in its overall finished dosage appears substantially similar in size, shape, color, marking or packaging to a specific drug.

**Student Assistance Program ("SAP") Team** - A multidisciplinary team composed of a building administrator, a guidance counselor, a school nurse, and at least one (1) teacher. A central office administrator, school psychologist, alternative education teacher, and student assistance coordinator may act as consultants to the team. This team has been trained to understand and work on the issues of adolescent chemical use, abuse, and dependency and will play a primary role in the identification and referral process of students coming to its attention through the procedures outlined in this policy and its guidelines. A drug and alcohol specialist from the Cumberland/ Perry Drug and Alcohol Commission and a TeenLine counselor from Holy Spirit Hospital will assist the Student Assistance Teams.

**Student Assistance Coordinator** - The coordinator is responsible for the development, implementation and administration of all policies and procedures related to the Student Assistance Program.

**Outside Referral** - Referral to an education or treatment agency not operated by the school district wherein students are evaluated in an effort to determine the extent of the drug/alcohol problem and appropriate intervention techniques to be applied. (Examples: Cumberland Perry Drug and Alcohol Services)

**Student Athlete** - This term shall include any student who is participating in, or may reasonably be expected to participate in, an interscholastic sport. The term also includes cheerleaders. For the purposes of this policy, students participating in any of the preceding activities shall be referred to as "athlete."

**Cocurricular Activities** - Those activities that are sponsored by the Board, are offered for credit toward graduation, and have required components of their programs that require attendance at and participation in activities scheduled during nonschool hours. A list of cocurricular activities is included in the student handbook and may be supplemented during the year as approved by the Superintendent and reported to the Board.

**Extracurricular Activities** - Those activities that are sponsored by the Board but are not offered for credit toward graduation. An activity shall be considered sponsored by the Board when it has been approved by the Superintendent and reported to the Board for their information. A list of extracurricular activities is included in the student handbook and may be supplemented during the year as approved by the Superintendent and reported to the Board.

**School District Property** - Buildings, facilities and grounds on any school or vocational-technical campus, school bus, school bus stop, school parking area, and any facility being used for a school function or school-sponsored trip. In addition, students shall be considered under the control of this policy while they are traveling to and from school.

**Parking Privileges** - The privilege of driving to and from school and parking a motor vehicle on school district property granted to students, after having been issued a parking permit from the building administration.

**Medical Review Officer** - An accredited physician selected by the district who receives the results of the drug tests, interprets the findings, notifies the student athlete, the student athlete's parents/guardians, and authorized school district personnel of positive findings, and makes the determination of whether the findings could have been altered by medical reasons.

**Sports Season** - During any single school year, the period of time established by the coach of any sport within the parameters established by the school and, as appropriate, by the Pennsylvania Interscholastic Athletic Association (P.I.A.A.), from the first scheduled practice date of that sport and the completion of the last competition scheduled for that sport, including playoff contests.

### **Authority**

#### **Section I. Conduct Prohibited - All Students**

The Board prohibits any student from possessing, distributing, selling, using or being under the influence of any drug or alcohol while on school district property, while in school vehicles or vehicles leased by the district, including school district contracted or chartered buses, and while at school activities or at any school-sponsored function.[4][5][6]

### **REASONABLE SUSPICION DRUG AND ALCOHOL TESTING**

If, based on observable behavior or symptoms, a school employee has a reasonable suspicion that a student is under the influence of a drug or alcohol, as defined herein, the employee shall report the matter to the building principal and the student shall be escorted to the school nurse's office for an examination that may include checking the student for abnormal vital signs.

If, based on the student's observable behavior, medical symptoms, vital signs or other factors, school administrators have a reasonable suspicion that the student is under the influence of a drug or alcohol, and if after being questioned by the school administrators the student denies using or consuming a drug or alcohol, the student shall be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a "breathalyzer" test.

If the student is required to submit to drug or alcohol testing, the testing will be done in the following manner:

1. The administration will attempt to contact the student's parent/guardian before the student is tested.
2. In the case of suspected drug use, testing will be done by a medical professional or clinic with appropriate testing facilities approved by the district, or in the case of suspected alcohol consumption, breathalyzer testing will be performed by any medical professional, law enforcement officer, or district employee certified to administer such test. Testing shall be completed within a one (1) hour time limit (or as soon as possible, if not practicable within the one (1) hour time limit). The parent/guardian of the student may exercise the right to choose a different qualified medical professional or clinic capable of administering the test within the one (1) hour time limit. If the parent/guardian exercises the right to choose another medical professional or clinic, the parent/guardian will pay for the cost of the testing. In addition, the parent/guardian shall consent to allowing the medical professional or clinic to disclose the results of the test to the administration.
3. The testing will be conducted in a reasonable manner using a method that takes into account the factors of the student's age, sex, and the degree of intrusiveness involved in collecting a sample for testing.

4. Disclosure of drug or alcohol testing results will be limited to the student, the student's parent/guardian, and appropriate district administrators for the purpose of providing counseling or taking appropriate disciplinary action.

The Board may require participation in drug and alcohol counseling, rehabilitation, testing or other programs as a condition of reinstatement into the school's educational, extracurricular or athletic programs resulting from violations of this policy.

## **PENALTIES FOR VIOLATIONS OF SECTION I**

Any student who violates this Section I shall be subject to disciplinary action in accordance with the procedures set forth in Policy No. 218.

### **Section II. Conduct Prohibited - Student Athletes, Students Involved in Extracurricular and Cocurricular Activities, and Students With Parking Privileges**

The Board recognizes that drug and alcohol use by students poses a substantial and significant threat to the health, safety, and welfare of all students, teachers, and members of the community. In addition, the inherent risks associated with drug and alcohol use are heightened in many cases when students are playing, participating in, or engaging in their respective activities while under the influence of or experiencing the effects of certain drugs or alcohol. The Board desires to create and maintain a school environment which is free of the presence and effects of drugs and alcohol, and where student athletes, students involved in extracurricular and cocurricular activities, and students with parking privileges, can serve as role models to other students and participate in their respective activities free from peer pressure to use drugs and alcohol.

In furtherance of these goals, the Board prohibits any student athlete, whether in-season or out-of-season, any student participating in extracurricular or cocurricular activities, or any student with parking privileges from possessing, using, distributing or selling any drug or alcohol. This conduct is prohibited at any time and at any place; whether during or after school hours, and whether on or off school property. Any student subject to this Section II who tests positive for illicit drug use through random drug testing shall be subject to the penalties set forth herein.

## **RANDOM DRUG TESTING**

The Cumberland Valley School District considers participation in athletics, extracurricular and cocurricular activities, and driving to and from school to be a privilege and a voluntary activity available to every student. Students volunteering to participate are expected to accept the responsibilities granted to them by this privilege.

As a representative of the school district, students become role models for young children and their peers, and are viewed as special representatives of the community. The student athletes, those participating in extracurricular and cocurricular activities, and those having parking privileges have chosen to accept this role and, with it, the responsibility of a drug and alcohol free lifestyle.

Administrators, teachers, and coaches recognize that drugs and alcohol have a damaging effect on motivation, memory, judgment, reaction time, coordination, and performance. These



concerns, in conjunction with the health and safety concerns for our student participants, and the recognition that drug and alcohol use and abuse exists throughout all facets of our student population, have compelled the development of this policy. To this degree, this policy is viewed as a viable drug and alcohol prevention program.

### Requirements and Procedures

Every student participating in a Cumberland Valley School District athletic team (including managers and statisticians), those participating in extracurricular and cocurricular activities, and those with parking privileges must consent to random drug testing.

At the beginning of each school year and prior to engaging in any such activity, every student athlete, every student participating in an extracurricular or cocurricular activity, and every student granted parking privileges, and each student's parent/guardian will be required to sign a contract agreeing that the student shall submit to random drug testing at any time and without prior warning. Drug testing shall be performed by analyzing urine samples produced by randomly selected students. Samples will be collected by trained personnel in a manner that balances the values of privacy and confidentiality with the accuracy of the tests. In order to ensure the accuracy of the tests, samples will be collected in a designated area. Techniques will be adopted to prevent tampering. A certified laboratory will be used for the testing of the collected samples. All costs associated with the testing will be paid by the school district.

Students subject to random drug testing under this Section II shall be eligible for random selection for drug testing throughout the entire school year. In addition, students participating in an athletic program or extracurricular or cocurricular activity which engages in practice or competition before or after the school year (e.g. summer football practice or summer band camp) shall be eligible for random drug testing during that period as well. Individual students will be randomly selected to participate in the drug test. In addition, athletic teams, extracurricular and cocurricular groups, and the entire group of students with parking privileges, shall be subject to team-wide or group-wide, as the case may be, drug testing during the athletic season or while the extracurricular or cocurricular group is in session, whereby an athletic team, extracurricular group or cocurricular group (including the group of students with parking privileges) may be randomly selected, thereby requiring all students who are members of that team or group to submit to drug testing as set forth herein.

Should a student athlete, a student participating in an extracurricular or cocurricular activity, or a student granted parking privileges at any time refuse to produce a sample for testing or give an altered sample for testing, this action will be treated as a violation of this Section II, and shall be considered a first, second or third offense, as set forth below, depending upon whether prior violations have occurred. Student samples will be screened for the illegal use of drugs. The results of the tests will be disclosed only to the student, the student's parents/guardians, and of the following school personnel: the Athletic Director, the principal, the Student Assistance Team, the coach or activity director, and any other school district officials or employees who have a legitimate need to know. It is the responsibility of the school representatives to protect the confidentiality of the test results.

If the student tests positive for drugs, the following responses will be activated:

1. A confirmation test (second test) will be conducted utilizing the original sample. If the result of the confirmation test (second test) is negative, no further action will be taken. If the results of the confirmation test (second test) are positive, the Medical Review Officer

will contact the student's parent/guardian to discuss the results seeking to determine if there is a valid medical reason why the detected drug should be present. After considering the information obtained, the Medical Review Officer will issue a final report to the district.

2. The laboratory performing the drug screening services and the Medical Review Officer will report the results of the drug screen to the student, the student's parent/guardian, and the district in accordance with the provisions set forth herein.
3. The administration will provide the student and parent/guardian with written confirmation of the positive results. Said correspondence will outline the imposed penalties and the effective beginning and end dates of the penalties.
4. The student should participate in a drug assessment program through one (1) of the following programs:
  - a. A Prevention/Intervention Specialist from Cumberland/Perry Drug and Alcohol Commission or TeenLine Counselor assigned to the Cumberland Valley School District through the Student Assistance Team. This service is free to the student and to his/her family.
  - b. A licensed Drug and Alcohol Treatment facility to be evaluated by a Licensed Treatment Specialist or a Certified Addictions Counselor (CAC). This service is not free. All fees are the responsibility of the parent/guardian of the student.

Failure to participate in one (1) of these programs will result in dismissal from all athletic, extracurricular and/or cocurricular participation. Student drivers will have their driving privileges revoked for failure to participate.

5. The student will be assigned a mentor from the Student Assistance Team. The student must meet with this mentor at least weekly to discuss the student's progress toward fulfilling his/her responsibilities to the school.
6. A positive drug test, i.e. a drug test indicating the presence of drugs in the student's body, resulting from a random drug test administered under this Section II will not result in suspension or expulsion from school.
7. No student will be penalized academically for testing positive to the illegal use of drugs. This includes students who are suspended from participation in the nonschool hour components of cocurricular activities. The results of positive drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the district will not solicit.

#### **PENALTIES FOR VIOLATION OF SECTION II**

The Board prohibits any student athlete, whether in-season or out-of-season, any student participating in extracurricular or cocurricular activities, or any student with parking privileges from possessing, using, distributing or selling any drug or alcohol. This conduct is prohibited at any time and at any place – whether during or after school hours, and whether on or off school property. Any student athlete, any student participating in extracurricular or cocurricular activities, or any student with parking privileges who tests positive for illicit drug use pursuant to the random drug testing policy set forth herein, shall not be subject to student discipline

under the Code of Student Conduct in Policy 218, but shall be subject to the following penalties:[1][7]

1. **First Violation** - For a first offense of this Section II, the principal shall suspend the student from all extracurricular activities, cocurricular activities, athletic competition, and parking privileges for a period of sixty (60) calendar days beginning with the date the Medical Review Officer notifies the School District. The sixty (60) day suspension may be reduced to a thirty (30) day suspension beginning with the date the Medical Review Officer notifies the School District if the student immediately begins and continues through the Student Assistance Program. During this suspension period, the student may not attend or participate in any athletic events, extracurricular activities, and cocurricular activities, including performances and competitions.
2. **Second Violation** - For a second offense of this Section II, the principal shall suspend the student from attending and participating in all athletic, extracurricular, and cocurricular activities, and shall rescind parking privileges for a period of one (1) year (365 days) beginning with the date the Medical Officer notifies the School District.
3. **Third Violation** - For a third offense of this Section II, the principal shall permanently suspend the student from attending and participating in all athletic, extracurricular, and cocurricular activities, and shall rescind parking privileges for the remainder of the student's years while attending Cumberland Valley School District beginning with the date the Medical Officer notifies the School District.

### Section III. Conduct Prohibited - All Students Attending School-Related Functions

As previously discussed in this policy, the Board recognizes that drug and alcohol use by students poses a substantial and significant threat to the health, safety, and welfare of all students, teachers and members of the community. Consistent with state and national reports of an increase in the use of drugs and alcohol among high school students, the Cumberland Valley School District has experienced substantial documented cases of students possessing, consuming, or being under the influence of drugs or alcohol, particularly with respect to students attending school dances, including but not limited to the homecoming dance, "Winter Gala," the prom, etc., after having consumed or being under the influence of alcohol.

The Cumberland Valley School District considers student attendance at and participation in school dances to be a privilege and a voluntary activity available to every student. Students electing to participate in such school dances are expected to accept the responsibilities granted to them by this privilege, including the responsibility of refraining from possessing, consuming, or being under the influence of alcohol.

#### Random Breathalyzer Testing

As yet another tool in the district's overall program to educate students on the harms of substance abuse and to deter and prevent alcohol abuse by its students, the Board has approved the implementation of random breathalyzer testing of students attending school dances, which includes: the homecoming dance, "Winter Gala", "Spring Fling", the prom, and any other student dance approved by the high school administration (hereinafter referred to collectively as "school dances" or individually as "school dance"). The Board authorizes the district administration to conduct random breathalyzer testing of students attending school dances, on such occasions and at such times as deemed appropriate by the Superintendent. Random breathalyzer testing shall occur only at school dances and may not be expanded to

apply to other school-related activities beyond school dances, unless first approved by the Board. Random breathalyzer testing is not intended to replace, nor does it replace, breathalyzer testing which may be administered based upon reasonable suspicion pursuant to Section I above.

Every student attending any school dance must consent in advance to participate in random breathalyzer testing. At the beginning of each school year, every student and his/her parent/guardian will be asked to sign a consent form, to be developed by the administration, agreeing to submit to breathalyzer testing if randomly selected while attending any school dance and consenting in advance to such test. In order for any student to enjoy the privilege of attending any school dance, the student and the student's parent/guardian must submit the signed consent form to the district in advance of the school dance. If the student and student's parent/guardian fail to submit a valid consent form signed by the student and student's parent/guardian, the student will be denied the privilege of attending the school dance.

Breathalyzer testing shall be performed upon students selected at random and shall be tested prior to allowing the student to enter the school dance. The Superintendent shall designate one (1) or more administrators to oversee and implement random breathalyzer testing at each school dance at which the Superintendent has determined to conduct such testing. The administration, with the approval of the Superintendent, shall devise a method by which students attending school dances will be randomly selected for breathalyzer testing. In all cases, administrators are encouraged to randomly test between five percent (5%) and fifteen percent (15%) of all students attending such school dance, taking into account such practical considerations as the number of students attending such function and the number of persons available to administer and assist with the administration of breathalyzer tests, etc.

Breathalyzer testing shall be performed in a respectful and dignified manner. In all cases, breathalyzer tests shall be administered to students in a location offering privacy and separated from other students. An administrator or district employee shall accompany the student at all times during the breathalyzer testing process.

Breathalyzer testing shall be administered by an individual properly trained or certified in the use of such breathalyzer testing devices and administration of such tests. Persons administering breathalyzer tests shall use breathalyzer testing devices which are properly calibrated and are of the type commonly utilized by law enforcement agencies for field sobriety testing, such as portable breath testers.

In the event a student tests positive for alcohol, the student shall be denied entry into the school dance, and the administrator in charge of overseeing the random breathalyzer testing shall contact the student's parent/guardian regarding the positive test result. Furthermore, the administrator shall arrange for the student to be transported home by the parent/guardian, or, if exigent circumstances dictate, seek medical attention for the child.

### **PENALTIES FOR VIOLATION OF SECTION III**

Any student who tests positive in a randomly-administered breathalyzer test shall not be subjected to student discipline under the Code of Student Conduct. However, a student who tests positive in a randomly-administered breathalyzer test may be subjected to other consequences, including, but not limited to penalties arising from violations of the "good citizen standards" set forth in Policy 122, which may result in the student being suspended from participating in extracurricular activities for a period of time. In addition, any student who tests

positive in a randomly-administered breathalyzer test shall be prohibited, after administrative consultation with the Superintendent or designee, from attending any school dances for a maximum period of one (1) year from the date of infraction.[1]



CUMBERLAND VALLEY  
SCHOOL DISTRICT

*Soaring to Greatness. Committed to Excellence*

Book	Policy Manual
Section	200 Pupils
Title	Hazing
Number	247
Status	Active
Legal	<u>1. 24 P.S. 5352</u> <u>2. 24 P.S. 511</u> <u>3. 24 P.S. 5354</u> 4. Pol. 122 5. Pol. 123 6. Pol. 218 7. Pol. 233 8. Pol. 317 9. Pol. 417 10. Pol. 517 <u>11. 24 P.S. 5353</u> <u>24 P.S. 5351 et seq</u> Pol. 916
Adopted	June 21, 2004
Last Revised	November 1, 2016

### **Purpose**

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

### **Definitions**

For purposes of this policy **hazing** is defined as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a person or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition of continued membership in, any organization. The term shall include, but not be limited to:[1]

1. Any brutality of a physical nature, such as whipping, beating, branding;

2. Forced calisthenics;
3. Exposure to the elements;
4. Forced consumption of any food, liquor, drug or other substance;
5. Any other forced physical activity which could adversely affect the physical health and safety of the individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which is intended to or could result in humiliation, extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual; or
6. Any willful destruction or removal of public or private property.

For purposes of this policy, any activity, as described above, upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding.[1]

For purposes of this policy, **student activity or organization** is defined as any organization, team, club, society, or group operating under the sanction of or recognized as an organization by the district.

#### **Authority**

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[2][3][4][5]

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who have been subjected to hazing to promptly report such incidents to the building principal.

#### **Delegation of Responsibility**

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal.

District administrators shall investigate promptly all complaints of hazing and administer appropriate discipline to any individual or student activity or organization found to be in violation of this policy.

#### **Guidelines**

In addition to posting this policy on the district's website, the district shall annually inform students, parents/guardians, sponsors, volunteers and district employees that hazing is prohibited, by means of publication in handbooks; verbal instructions by the coach or sponsor at the start of the season or program; and inclusion in the district's annual calendar mailed to families.[3]

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a

student activity or organization annually, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization.[2][3]

#### Complaint Procedure

When a student believes that s/he has been subject to hazing, the student shall promptly report the incident, orally or in writing, to the building principal.

The principal shall conduct a timely, impartial, thorough, and comprehensive investigation of the alleged hazing.

The principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint.

The district shall document the corrective action taken.

#### Consequences for Violations

If the investigation results in a substantiated finding of hazing, the principal shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. Additionally, the student may be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity.[2][3][6][7]

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, s/he shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.[8][10][9]

If a student activity or organization authorizes hazing in blatant disregard of this policy or other applicable district rules, penalties may also include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.[3]

Any person who causes or participates in hazing may also be subject to criminal prosecution.[11]





**CUMBERLAND VALLEY  
SCHOOL DISTRICT**

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Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Number	249
Status	Active
Legal	<u>1. 24 P.S. 1303.1-A</u> 2. Pol. 103 3. Pol. 104 4. Pol. 248 <u>5. 22 PA Code 12.3</u> 6. Pol. 218 <u>7. 47 U.S.C. 254</u> 8. Pol. 815 <u>9. 24 P.S. 1302-A</u> 11. Pol. 317 <u>12. 20 U.S.C. 1232g</u> 13. Pol. 311 14. Pol. 233 Pol. 000 Pol. 236
Adopted	June 21, 2004
Last Revised	June 4, 2012
Last Reviewed	August 3, 2015

### **Purpose**

Creating and maintaining a safe and welcoming learning environment for all students is a high priority in all school district schools. A safe school environment free from bullying is necessary for students to learn and achieve high academic standards. Bullying behavior disrupts the educational and learning process, and may present an obstacle to the academic, vocational, social, emotional, and other development of students. Bullying and cyberbullying can also escalate into more serious violent or cyberspace crimes. Therefore, bullying and cyberbullying will not be tolerated in any school setting.[1]

### **Definitions**

**Bullying** - For the purposes of this policy, bullying means an intentional electronic, written, verbal or physical act, or a series of acts (a) directed at another student or students (b) which occurs in a school setting, (c) that is severe, persistent or pervasive, and (d) that has the effect of doing any of the following:[1]

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

For example, bullying could be cyberbullying, and/or a form of harassment in which the behavior is intended, or perceived to intend, to harm or cause distress to another. It may include, but is not limited to, actions such as verbal taunts, physical aggression, extortion of money or possessions, exclusion from peer groups within school, name-calling, and derogatory statements, including any discriminatory statements prohibited by and consistent with the school district's nondiscrimination and harassment policies.[2][3][4]

The term cyberbullying shall not be interpreted to infringe upon a student's right to engage in legally protected speech or conduct.

**School Setting** - school settings means in the school, on school grounds, in school vehicles, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school district.[1]

### **Authority**

The Board prohibits all forms of bullying in any school setting. Any violation of this policy shall be considered an infraction of the Code of Student Conduct, with discipline implemented accordingly, and on a case-by-case basis. All bullying behavior that is believed to be a violation of the Pennsylvania Crimes Code will be reported to law enforcement.[1]

This policy shall be implemented through the cooperative efforts of the Superintendent, the Superintendent's Team, the building administrators, the school employees, the parents/guardians, the students, the school volunteers, law enforcement, and the school district's community.

Any person discovering bullying shall report the incident to a Cumberland Valley School District teacher, counselor, or administrator. School employees will provide immediate interventions consistent with this policy. Students are also required to immediately report bullying.

### **Delegation of Responsibility**

Each student must be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

The Superintendent, or designee(s), must (a) ensure that this policy is reviewed annually with students, and (b) in cooperation with other appropriate school district administrators ensure that this policy is reviewed every three (3) years, then, if applicable, recommend necessary changes to the Board of School Directors.[1]

The school district administrators must annually provide the following information with the Safe School Report:[1]

1. The Board of School Director's Bullying Policy.
2. A report of the school district's bullying incidents.
3. Information on the development and implementation of the bullying prevention, intervention, and education programs.

### **Guidelines**

#### **Notices**

The Code of Student Conduct, which shall contain this policy, must be disseminated annually to students.[1][5][6]

This policy must be accessible in every classroom. This policy must be posted in a prominent location within each school building where notices are usually posted, and posted on the school district's website.

#### **Bullying Prevention, Intervention, and Education Programs**

The school district must educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.[7][8]

Bullying prevention, intervention, and education programs must also be provided that consists of school-wide actions, classroom-level activities, individual interventions, and community involvement.[9][1]

1. School-wide actions include, but are not limited to, training for school staff and students and adoption of the following district-wide anti-bullying rules:
  - a. We do not bully others.
  - b. We help students who are bullied.
  - c. We include students who are left out.
  - d. We tell an adult at school and an adult at home when somebody is being bullied.
2. Classroom level activities include, but are not limited to, consistent interventions, use of rules, reinforcement of pro-social behavior and incorporation of bullying themes.
3. Individual interventions include, but are not limited to, follow up with both victims and bullies that may include consequences, provisions for making restitution, and counseling referrals, as appropriate.
4. Community involvement encourages partnerships with families, community organizations and agencies to implement the school district's bullying prevention, intervention, and education programs.

### Complaint Procedure

When a student believes that s/he is a victim of bullying, the student and/or parent(s)/guardian(s) shall promptly report a complaint of bullying, orally or in writing, to the building principal, counselor, teacher or another school employee. If the building principal is the subject of a bullying complaint, the student and/or parent(s)/guardian(s) shall promptly report the complaint directly to the Superintendent or Superintendent's designee.

All school employees are required to report incidents of alleged bullying and alleged violations of this policy to the building principal or the principal's designee. An employee shall be subject to disciplinary procedures consistent with the current collective bargaining agreement, as applicable, school district policies, and federal, state, and local laws for failure to report.[11]

Complaints of bullying must be investigated by the principal/principal's designee, or Superintendent/Superintendent's designee, as applicable, promptly, and corrective action must be taken when allegations are verified. Confidentiality of all parties must be maintained, consistent with the school district's legal and investigative obligations. The incident must be maintained as a confidential record in the discipline file of both the victim and the bully.[12]

The building principal/principal's designee or Superintendent/Superintendent's designee will contact the parent/guardian of both the bully and the victim.

### Consequences for Violation

A founded charge against a School District employee shall subject such employee to disciplinary action, up to and including discharge.[1][13][11]

A founded charge against a school district student shall subject such student to disciplinary action. Appropriate consequences and remedial actions range from positive behavioral interventions to and including suspension or expulsion, and may include counseling, parental conferences, detentions, separating the student(s) being bullied from the perpetrator(s), warnings, usage restrictions, loss of privileges, reassignment, oral or written reprimands, detentions, suspensions, expulsions, and/or legal proceedings.[1][6][14]

Any violation of this policy shall be considered an infraction of the Code of Student Conduct and any other applicable school district policy, with discipline implemented accordingly on a case-by-case basis. Any violation of the Pennsylvania Crimes Code will be reported to law enforcement.

Victims and their parents/guardians shall be made aware of appropriate counseling, agency services and safety plan developments described in the school district's victimization procedures.

### Retaliation

The school district prohibits reprisal or retaliation against any person who in good faith reports an act of bullying. The principal/principal's designee, in accordance with the Code of Student Conduct and/or other school district policies, will determine the consequences and remedial actions for students, and the Superintendent/Superintendent's designee for employees. Any violation of the Pennsylvania Crimes Code will be reported to law enforcement.

### False Reports

The principal, in accordance with the Code of Student Conduct and/or other school district policies, will determine the consequences and remedial actions for a student found to have falsely accused another as a means of harassment, intimidation or bullying. The Superintendent will determine consequences and remedial actions for an employee found to have falsely accused another as a means of harassment, intimidation or bullying. Any violation of the Pennsylvania Crimes Code will be reported to law enforcement.

# APPENDIX B



**PIAA COMPREHENSIVE INITIAL  
PRE-PARTICIPATION PHYSICAL EVALUATION**



**INITIAL EVALUATION:** Prior to any student participating in Practices, Inter-School Practices, Scrimmages, and/or Contests, at any PIAA member school in any school year, the student is required to (1) complete a Comprehensive Initial Pre-Participation Physical Evaluation (CIPPE); and (2) have the appropriate person(s) complete the first six Sections of the CIPPE Form. Upon completion of Sections 1 and 2 by the parent/guardian; Sections 3, 4, and 5 by the student and parent/guardian; and Section 6 by an Authorized Medical Examiner (AME), those Sections must be turned in to the Principal, or the Principal's designee, of the student's school for retention by the school. The CIPPE may not be authorized earlier than June 1<sup>st</sup> and shall be effective, regardless of when performed during a school year, until the latter of the next May 31<sup>st</sup> or the conclusion of the spring sports season.

**SUBSEQUENT SPORT(S) IN THE SAME SCHOOL YEAR:** Following completion of a CIPPE, the same student seeking to participate in Practices, Inter-School Practices, Scrimmages, and/or Contests in subsequent sport(s) in the same school year, must complete Section 7 of this form and must turn in that Section to the Principal, or Principal's designee, of his or her school. The Principal, or the Principal's designee, will then determine whether Section 8 need be completed.

**SECTION 1: PERSONAL AND EMERGENCY INFORMATION**

**PERSONAL INFORMATION**

Student's Name \_\_\_\_\_ Male/Female (circle one)

Date of Student's Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age of Student on Last Birthday: \_\_\_\_ Grade for Current School Year: \_\_\_\_

Current Physical Address \_\_\_\_\_

Current Home Phone # ( ) \_\_\_\_\_ Parent/Guardian Current Cellular Phone # ( ) \_\_\_\_\_

Fall Sport(s): \_\_\_\_\_ Winter Sport(s): \_\_\_\_\_ Spring Sport(s): \_\_\_\_\_

**EMERGENCY INFORMATION**

Parent's/Guardian's Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ Emergency Contact Telephone # ( ) \_\_\_\_\_

Secondary Emergency Contact Person's Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ Emergency Contact Telephone # ( ) \_\_\_\_\_

Medical Insurance Carrier \_\_\_\_\_ Policy Number \_\_\_\_\_

Address \_\_\_\_\_ Telephone # ( ) \_\_\_\_\_

Family Physician's Name \_\_\_\_\_, MD or DO (circle one)

Address \_\_\_\_\_ Telephone # ( ) \_\_\_\_\_

Student's Allergies \_\_\_\_\_

Student's Health Condition(s) of Which an Emergency Physician or Other Medical Personnel Should be Aware \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's Prescription Medications and conditions of which they are being prescribed \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## SECTION 2: CERTIFICATION OF PARENT/GUARDIAN

The student's parent/guardian must complete all parts of this form.

**A.** I hereby give my consent for \_\_\_\_\_ born on \_\_\_\_\_ who turned \_\_\_\_\_ on his/her last birthday, a student of \_\_\_\_\_ School and a resident of the \_\_\_\_\_ public school district, to participate in Practices, Inter-School Practices, Scrimmages, and/or Contests during the 20\_\_\_\_ - 20\_\_\_\_ school year in the sport(s) as indicated by my signature(s) following the name of the said sport(s) approved below.

Fall Sports	Signature of Parent or Guardian
Cross Country	
Field Hockey	
Football	
Golf	
Soccer	
Girls' Tennis	
Girls' Volleyball	
Water Polo	
Other	

Winter Sports	Signature of Parent or Guardian
Basketball	
Bowling	
Competitive Spirit Squad	
Girls' Gymnastics	
Rifle	
Swimming and Diving	
Track & Field (Indoor)	
Wrestling	
Other	

Spring Sports	Signature of Parent or Guardian
Baseball	
Boys' Lacrosse	
Girls' Lacrosse	
Softball	
Boys' Tennis	
Track & Field (Outdoor)	
Boys' Volleyball	
Other	

**B. Understanding of eligibility rules:** I hereby acknowledge that I am familiar with the requirements of PIAA concerning the eligibility of students at PIAA member schools to participate in Inter-School Practices, Scrimmages, and/or Contests involving PIAA member schools. Such requirements, which are posted on the PIAA Web site at [www.piaa.org](http://www.piaa.org), include, but are not necessarily limited to age, amateur status, school attendance, health, transfer from one school to another, season and out-of-season rules and regulations, semesters of attendance, seasons of sports participation, and academic performance.

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**C. Disclosure of records needed to determine eligibility:** To enable PIAA to determine whether the herein named student is eligible to participate in interscholastic athletics involving PIAA member schools, I hereby consent to the release to PIAA of any and all portions of school record files, beginning with the seventh grade, of the herein named student specifically including, without limiting the generality of the foregoing, birth and age records, name and residence address of parent(s) or guardian(s), residence address of the student, health records, academic work completed, grades received, and attendance data.

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**D. Permission to use name, likeness, and athletic information:** I consent to PIAA's use of the herein named student's name, likeness, and athletically related information in video broadcasts and re-broadcasts, webcasts and reports of Inter-School Practices, Scrimmages, and/or Contests, promotional literature of the Association, and other materials and releases related to interscholastic athletics.

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**E. Permission to administer emergency medical care:** I consent for an emergency medical care provider to administer any emergency medical care deemed advisable to the welfare of the herein named student while the student is practicing for or participating in Inter-School Practices, Scrimmages, and/or Contests. Further, this authorization permits, if reasonable efforts to contact me have been unsuccessful, physicians to hospitalize, secure appropriate consultation, to order injections, anesthesia (local, general, or both) or surgery for the herein named student. I hereby agree to pay for physicians' and/or surgeons' fees, hospital charges, and related expenses for such emergency medical care. I further give permission to the school's athletic administration, coaches and medical staff to consult with the Authorized Medical Professional who executes Section 6 regarding a medical condition or injury to the herein named student.

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**F. CONFIDENTIALITY:** The information on this CIPPE shall be treated as confidential by school personnel. It may be used by the school's athletic administration, coaches and medical staff to determine athletic eligibility, to identify medical conditions and injuries, and to promote safety and injury prevention. In the event of an emergency, the information contained in this CIPPE may be shared with emergency medical personnel. Information about an injury or medical condition will not be shared with the public or media without written consent of the parent(s) or guardian(s).

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



### SECTION 3: UNDERSTANDING OF RISK OF CONCUSSION AND TRAUMATIC BRAIN INJURY

#### What is a concussion?

A concussion is a brain injury that:

- Is caused by a bump, blow, or jolt to the head or body.
- Can change the way a student's brain normally works.
- Can occur during Practices and/or Contests in any sport.
- Can happen even if a student has not lost consciousness.
- Can be serious even if a student has just been "dinged" or "had their bell rung."

All concussions are serious. A concussion can affect a student's ability to do schoolwork and other activities (such as playing video games, working on a computer, studying, driving, or exercising). Most students with a concussion get better, but it is important to give the concussed student's brain time to heal.

#### What are the symptoms of a concussion?

Concussions cannot be seen; however, in a potentially concussed student, **one or more** of the symptoms listed below may become apparent and/or that the student "doesn't feel right" soon after, a few days after, or even weeks after the injury.

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion

#### What should students do if they believe that they or someone else may have a concussion?

- **Students feeling any of the symptoms set forth above should immediately tell their Coach and their parents.** Also, if they notice any teammate evidencing such symptoms, they should immediately tell their Coach.
- **The student should be evaluated.** A licensed physician of medicine or osteopathic medicine (MD or DO), sufficiently familiar with current concussion management, should examine the student, determine whether the student has a concussion, and determine when the student is cleared to return to participate in interscholastic athletics.
- **Concussed students should give themselves time to get better.** If a student has sustained a concussion, the student's brain needs time to heal. While a concussed student's brain is still healing, that student is much more likely to have another concussion. Repeat concussions can increase the time it takes for an already concussed student to recover and may cause more damage to that student's brain. Such damage can have long term consequences. It is important that a concussed student rest and not return to play until the student receives permission from an MD or DO, sufficiently familiar with current concussion management, that the student is symptom-free.

**How can students prevent a concussion?** Every sport is different, but there are steps students can take to protect themselves.

- Use the proper sports equipment, including personal protective equipment. For equipment to properly protect a student, it must be:
  - The right equipment for the sport, position, or activity;
  - Worn correctly and the correct size and fit; and
  - Used every time the student Practices and/or competes.
- Follow the Coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.

**If a student believes they may have a concussion:** Don't hide it. Report it. Take time to recover.

I hereby acknowledge that I am familiar with the nature and risk of concussion and traumatic brain injury while participating in interscholastic athletics, including the risks associated with continuing to compete after a concussion or traumatic brain injury.

Student's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I hereby acknowledge that I am familiar with the nature and risk of concussion and traumatic brain injury while participating in interscholastic athletics, including the risks associated with continuing to compete after a concussion or traumatic brain injury.

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## SECTION 4: UNDERSTANDING OF SUDDEN CARDIAC ARREST SYMPTOMS AND WARNING SIGNS

### What is sudden cardiac arrest?

Sudden cardiac arrest (SCA) is when the heart stops beating, suddenly and unexpectedly. When this happens blood stops flowing to the brain and other vital organs. SCA is NOT a heart attack. A heart attack may cause SCA, but they are not the same. A heart attack is caused by a blockage that stops the flow of blood to the heart. SCA is a malfunction in the heart's electrical system, causing the heart to suddenly stop beating.

### How common is sudden cardiac arrest in the United States?

There are about 300,000 cardiac arrests outside hospitals each year. About 2,000 patients under 25 die of SCA each year.

### Are there warning signs?

Although SCA happens unexpectedly, some people may have signs or symptoms, such as:

- dizziness
- lightheadedness
- shortness of breath
- difficulty breathing
- racing or fluttering heartbeat (palpitations)
- syncope (fainting)
- fatigue (extreme tiredness)
- weakness
- nausea
- vomiting
- chest pains

These symptoms can be unclear and confusing in athletes. Often, people confuse these warning signs with physical exhaustion. SCA can be prevented if the underlying causes can be diagnosed and treated.

### What are the risks of practicing or playing after experiencing these symptoms?

There are risks associated with continuing to practice or play after experiencing these symptoms. When the heart stops, so does the blood that flows to the brain and other vital organs. Death or permanent brain damage can occur in just a few minutes. Most people who have SCA die from it.

### Act 59 – the Sudden Cardiac Arrest Prevention Act (the Act)

The Act is intended to keep student-athletes safe while practicing or playing. The requirements of the Act are:

#### *Information about SCA symptoms and warning signs.*

- Every student-athlete and their parent or guardian must read and sign this form. It must be returned to the school before participation in any athletic activity. A new form must be signed and returned each school year.
- Schools may *also* hold informational meetings. The meetings can occur before each athletic season. Meetings may include student-athletes, parents, coaches and school officials. Schools may also want to include doctors, nurses, and athletic trainers.

#### *Removal from play/return to play*

- Any student-athlete who has signs or symptoms of SCA must be removed from play. The symptoms can happen before, during, or after activity. Play includes all athletic activity.
- Before returning to play, the athlete must be evaluated. Clearance to return to play must be in writing. The evaluation must be performed by a licensed physician, certified registered nurse practitioner, or cardiologist (heart doctor). The licensed physician or certified registered nurse practitioner may consult any other licensed or certified medical professionals.

I have reviewed and understand the symptoms and warning signs of SCA.

_____	_____	Date ____/____/____
Signature of Student-Athlete	Print Student-Athlete's Name	
_____	_____	Date ____/____/____
Signature of Parent/Guardian	Print Parent/Guardian's Name	

## SECTION 5: HEALTH HISTORY

**Explain "Yes" answers at the bottom of this form.**

**Circle questions you don't know the answers to.**

	Yes	No		Yes	No
1. Has a doctor ever denied or restricted your participation in sport(s) for any reason?	<input type="checkbox"/>	<input type="checkbox"/>	23. Has a doctor ever told you that you have asthma or allergies?	<input type="checkbox"/>	<input type="checkbox"/>
2. Do you have an ongoing medical condition (like asthma or diabetes)?	<input type="checkbox"/>	<input type="checkbox"/>	24. Do you cough, wheeze, or have difficulty breathing DURING or AFTER exercise?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are you currently taking any prescription or nonprescription (over-the-counter) medicines or pills?	<input type="checkbox"/>	<input type="checkbox"/>	25. Is there anyone in your family who has asthma?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you have allergies to medicines, pollens, foods, or stinging insects?	<input type="checkbox"/>	<input type="checkbox"/>	26. Have you ever used an inhaler or taken asthma medicine?	<input type="checkbox"/>	<input type="checkbox"/>
5. Have you ever passed out or nearly passed out DURING exercise?	<input type="checkbox"/>	<input type="checkbox"/>	27. Were you born without or are you missing a kidney, an eye, a testicle, or any other organ?	<input type="checkbox"/>	<input type="checkbox"/>
6. Have you ever passed out or nearly passed out AFTER exercise?	<input type="checkbox"/>	<input type="checkbox"/>	28. Have you had infectious mononucleosis (mono) within the last month?	<input type="checkbox"/>	<input type="checkbox"/>
7. Have you ever had discomfort, pain, or pressure in your chest during exercise?	<input type="checkbox"/>	<input type="checkbox"/>	29. Do you have any rashes, pressure sores, or other skin problems?	<input type="checkbox"/>	<input type="checkbox"/>
8. Does your heart race or skip beats during exercise?	<input type="checkbox"/>	<input type="checkbox"/>	30. Have you ever had a herpes skin infection?	<input type="checkbox"/>	<input type="checkbox"/>
9. Has a doctor ever told you that you have (check all that apply):			<b>CONCUSSION OR TRAUMATIC BRAIN INJURY</b> 31. Have you ever had a concussion (i.e. bell rung, ding, head rush) or traumatic brain injury? <span style="float: right;"><input type="checkbox"/> <input type="checkbox"/></span> 32. Have you been hit in the head and been confused or lost your memory? <span style="float: right;"><input type="checkbox"/> <input type="checkbox"/></span> 33. Do you experience dizziness and/or headaches with exercise? <span style="float: right;"><input type="checkbox"/> <input type="checkbox"/></span>		
<input type="checkbox"/> High blood pressure <input type="checkbox"/> Heart murmur			34. Have you ever had a seizure?	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> High cholesterol <input type="checkbox"/> Heart infection			35. Have you ever had numbness, tingling, or weakness in your arms or legs after being hit or falling?	<input type="checkbox"/>	<input type="checkbox"/>
10. Has a doctor ever ordered a test for your heart? (for example ECG, echocardiogram)	<input type="checkbox"/>	<input type="checkbox"/>	36. Have you ever been unable to move your arms or legs after being hit or falling?	<input type="checkbox"/>	<input type="checkbox"/>
11. Has anyone in your family died for no apparent reason?	<input type="checkbox"/>	<input type="checkbox"/>	37. When exercising in the heat, do you have severe muscle cramps or become ill?	<input type="checkbox"/>	<input type="checkbox"/>
12. Does anyone in your family have a heart problem?	<input type="checkbox"/>	<input type="checkbox"/>	38. Has a doctor told you that you or someone in your family has sickle cell trait or sickle cell disease?	<input type="checkbox"/>	<input type="checkbox"/>
13. Has any family member or relative been disabled from heart disease or died of heart problems or sudden death before age 50?	<input type="checkbox"/>	<input type="checkbox"/>	39. Have you had any problems with your eyes or vision?	<input type="checkbox"/>	<input type="checkbox"/>
14. Does anyone in your family have Marfan syndrome?	<input type="checkbox"/>	<input type="checkbox"/>	40. Do you wear glasses or contact lenses?	<input type="checkbox"/>	<input type="checkbox"/>
15. Have you ever spent the night in a hospital?	<input type="checkbox"/>	<input type="checkbox"/>	41. Do you wear protective eyewear, such as goggles or a face shield?	<input type="checkbox"/>	<input type="checkbox"/>
16. Have you ever had surgery?	<input type="checkbox"/>	<input type="checkbox"/>	42. Are you unhappy with your weight?	<input type="checkbox"/>	<input type="checkbox"/>
17. Have you ever had an injury, like a sprain, muscle, or ligament tear, or tendonitis, which caused you to miss a Practice or Contest? If yes, circle affected area below:	<input type="checkbox"/>	<input type="checkbox"/>	43. Are you trying to gain or lose weight?	<input type="checkbox"/>	<input type="checkbox"/>
18. Have you had any broken or fractured bones or dislocated joints? If yes, circle below:	<input type="checkbox"/>	<input type="checkbox"/>	44. Has anyone recommended you change your weight or eating habits?	<input type="checkbox"/>	<input type="checkbox"/>
19. Have you had a bone or joint injury that required x-rays, MRI, CT, surgery, injections, rehabilitation, physical therapy, a brace, a cast, or crutches? If yes, circle below:	<input type="checkbox"/>	<input type="checkbox"/>	45. Do you limit or carefully control what you eat?	<input type="checkbox"/>	<input type="checkbox"/>
Head    Neck    Shoulder    Upper arm    Elbow    Forearm    Hand/ Fingers    Chest			46. Do you have any concerns that you would like to discuss with a doctor?	<input type="checkbox"/>	<input type="checkbox"/>
Upper back    Lower back    Hip    Thigh    Knee    Calf/shin    Ankle    Foot/ Toes			<b>FEMALES ONLY</b>	<input type="checkbox"/>	<input type="checkbox"/>
20. Have you ever had a stress fracture?	<input type="checkbox"/>	<input type="checkbox"/>	47. Have you ever had a menstrual period?	<input type="checkbox"/>	<input type="checkbox"/>
21. Have you been told that you have or have you had an x-ray for atlantoaxial (neck) instability?	<input type="checkbox"/>	<input type="checkbox"/>	48. How old were you when you had your first menstrual period?	<input type="checkbox"/>	<input type="checkbox"/>
22. Do you regularly use a brace or assistive device?	<input type="checkbox"/>	<input type="checkbox"/>	49. How many periods have you had in the last 12 months?	<input type="checkbox"/>	<input type="checkbox"/>
			50. Are you pregnant?	<input type="checkbox"/>	<input type="checkbox"/>

#s	Explain "Yes" answers here:

**I hereby certify that to the best of my knowledge all of the information herein is true and complete.**

Student's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**I hereby certify that to the best of my knowledge all of the information herein is true and complete.**

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## SECTION 6: PIAA COMPREHENSIVE INITIAL PRE-PARTICIPATION PHYSICAL EVALUATION AND CERTIFICATION OF AUTHORIZED MEDICAL EXAMINER

Must be completed and signed by the Authorized Medical Examiner (AME) performing the herein named student's comprehensive initial pre-participation physical evaluation (CIPPE) and turned in to the Principal, or the Principal's designee, of the student's school.

Student's Name \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_

Enrolled in \_\_\_\_\_ School Sport(s) \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ % Body Fat (optional) \_\_\_\_\_ Brachial Artery BP \_\_\_\_/\_\_\_\_ (\_\_\_\_/\_\_\_\_, \_\_\_\_/\_\_\_\_) RP \_\_\_\_\_

If either the brachial artery blood pressure (BP) or resting pulse (RP) is above the following levels, further evaluation by the student's primary care physician is recommended.

**Age 10-12:** BP: >126/82, RP: >104; **Age 13-15:** BP: >136/86, RP >100; **Age 16-25:** BP: >142/92, RP >96.

Vision: R 20/\_\_\_\_ L 20/\_\_\_\_ Corrected: YES NO (circle one) Pupils: Equal\_\_\_\_ Unequal\_\_\_\_

MEDICAL	NORMAL	ABNORMAL FINDINGS
Appearance		
Eyes/Ears/Nose/Throat		
Hearing		
Lymph Nodes		
Cardiovascular		<input type="checkbox"/> Heart murmur <input type="checkbox"/> Femoral pulses to exclude aortic coarctation <input type="checkbox"/> Physical stigmata of Marfan syndrome
Cardiopulmonary		
Lungs		
Abdomen		
Genitourinary (males only)		
Neurological		
Skin		
MUSCULOSKELETAL	NORMAL	ABNORMAL FINDINGS
Neck		
Back		
Shoulder/Arm		
Elbow/Forearm		
Wrist/Hand/Fingers		
Hip/Thigh		
Knee		
Leg/Ankle		
Foot/Toes		

I hereby certify that I have reviewed the HEALTH HISTORY, performed a comprehensive initial pre-participation physical evaluation of the herein named student, and, on the basis of such evaluation and the student's HEALTH HISTORY, certify that, except as specified below, the student is physically fit to participate in Practices, Inter-School Practices, Scrimmages, and/or Contests in the sport(s) consented to by the student's parent/guardian in Section 2 of the PIAA Comprehensive Initial Pre-Participation Physical Evaluation form:

☐ **CLEARED** ☐ **CLEARED**, with recommendation(s) for further evaluation or treatment for: \_\_\_\_\_

☐ **NOT CLEARED** for the following types of sports (please check those that apply):

☐ COLLISION ☐ CONTACT ☐ NON-CONTACT ☐ STRENUOUS ☐ MODERATELY STRENUOUS ☐ NON-STRENUOUS

Due to \_\_\_\_\_

Recommendation(s)/Referral(s) \_\_\_\_\_

AME's Name (print/type) \_\_\_\_\_ License # \_\_\_\_\_

Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

AME's Signature \_\_\_\_\_ MD, DO, PAC, CRNP, or SNP (circle one) Certification Date of CIPPE \_\_\_\_/\_\_\_\_/\_\_\_\_

## SECTION 7: RE-CERTIFICATION BY PARENT/GUARDIAN

This form must be completed not earlier than six weeks prior to the first Practice day of the sport(s) in the sports season(s) identified herein by the parent/guardian of any student who is seeking to participate in Practices, Inter-School Practices, Scrimmages, and/or Contests in all subsequent sport seasons in the same school year. The Principal, or the Principal's designee, of the herein named student's school must review the SUPPLEMENTAL HEALTH HISTORY.

If any SUPPLEMENTAL HEALTH HISTORY questions are either checked yes or circled, the herein named student shall submit a completed Section 8, Re-Certification by Licensed Physician of Medicine or Osteopathic Medicine, to the Principal, or Principal's designee, of the student's school.

### SUPPLEMENTAL HEALTH HISTORY

Student's Name \_\_\_\_\_ Male/Female (circle one)

Date of Student's Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age of Student on Last Birthday: \_\_\_\_ Grade for Current School Year: \_\_\_\_

Winter Sport(s): \_\_\_\_\_ Spring Sport(s): \_\_\_\_\_

**CHANGES TO PERSONAL INFORMATION** (In the spaces below, identify any changes to the Personal Information set forth in the original Section 1: PERSONAL AND EMERGENCY INFORMATION):

Current Home Address \_\_\_\_\_

Current Home Telephone # ( ) \_\_\_\_\_ Parent/Guardian Current Cellular Phone # ( ) \_\_\_\_\_

**CHANGES TO EMERGENCY INFORMATION** (In the spaces below, identify any changes to the Emergency Information set forth in the original Section 1: PERSONAL AND EMERGENCY INFORMATION):

Parent's/Guardian's Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ Emergency Contact Telephone # ( ) \_\_\_\_\_

Secondary Emergency Contact Person's Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ Emergency Contact Telephone # ( ) \_\_\_\_\_

Medical Insurance Carrier \_\_\_\_\_ Policy Number \_\_\_\_\_

Address \_\_\_\_\_ Telephone # ( ) \_\_\_\_\_

Family Physician's Name \_\_\_\_\_, MD or DO (circle one)

Address \_\_\_\_\_ Telephone # ( ) \_\_\_\_\_

### SUPPLEMENTAL HEALTH HISTORY:

Explain "Yes" answers at the bottom of this form.  
Circle questions you don't know the answers to.

- |  | Yes                      | No                       |
|--|--------------------------|--------------------------|
| 1. Since completion of the CIPPE, have you sustained an illness and/or injury that required medical treatment from a licensed physician of medicine or osteopathic medicine? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Since completion of the CIPPE, have you had a concussion (i.e. bell rung, ding, head rush) or traumatic brain injury?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Since completion of the CIPPE, have you experienced dizzy spells, blackouts, and/or unconsciousness?  | <input type="checkbox"/> | <input type="checkbox"/> |

- |  | Yes                      | No                       |
|--|--------------------------|--------------------------|
| 4. Since completion of the CIPPE, have you experienced any episodes of unexplained shortness of breath, wheezing, and/or chest pain? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Since completion of the CIPPE, are you taking any NEW prescription medicines or pills?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Do you have any concerns that you would like to discuss with a physician?   | <input type="checkbox"/> | <input type="checkbox"/> |

#'s	Explain "Yes" answers here:

I hereby certify that to the best of my knowledge all of the information herein is true and complete.

Student's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I hereby certify that to the best of my knowledge all of the information herein is true and complete.

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

FALL SPORT \_\_\_\_\_ WINTER SPORT \_\_\_\_\_ SPRING SPORT \_\_\_\_\_

## Risk of Injury Acknowledgement Form

Cumberland Valley School District has provided you with a qualified coaching staff, protective equipment and qualified supportive sports medicine staff. Despite all efforts to minimize the risk of sports, athletes are seriously injured yearly in almost every sport. Be aware that every sport carries the inherent risk of catastrophic injury including but not limited to: blindness, paraplegia, quadriplegia, brain injury, sudden cardiac arrest or even death. Participants and their parents/guardians must accept this risk or they should not participate.

For your personal safety, it is imperative that you:

1. Inspect all of your equipment on a daily basis. Report any improperly fitting and/or faulty equipment to your coach or the athletic trainer immediately.
2. Know and observe the rules of the game; they are in place to protect you and other participants.
3. Become a better and safer athlete by listening to coaching instruction and learning proper technique.
4. Report all injuries and illnesses to the athletic trainer and/or team physician immediately. We cannot help you if we do not know you are injured or ill. (Informing us immediately is important for many reasons, including documentation for insurance and our records.)
5. Follow the advice of the athletic trainers/team physician regarding participation after illness/injury.  
If you see a physician for any injury/illness, you may not return to practice or competition until the athletic training staff has received a note from the physician allowing you to participate.
6. If an injury occurs, do not move injured players or attempt to remove any gear.

We have read the above statements and have discussed any questions we have with the coach and/or athletic trainers. I fully understand the risks involved in athletic participation at Cumberland Valley School District and we agree to abide by the listed standards.

SIGNATURE OF ATHLETE	DATE	GRADE
----------------------	------	-------

SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_ DATE \_\_\_\_\_

The athletic trainer has my permission to provide the following medicines as needed after school hours. (During school hours athletes will be referred to the school nurse)

Ibuprofen      Acetaminophen      Tums (antacid)      Benadryl

SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_ DATE \_\_\_\_\_ EMAIL \_\_\_\_\_

Cumberland Valley School District  
6746 Carlisle Pike  
Mechanicsburg, PA 17055

**POLICY NO. 227: RANDOM DRUG TESTING AND BREATHALYZER TESTING  
GENERAL AUTHORIZATION AND CONSENT**

We, the undersigned Student and Parent/Guardian, understand that the consumption of alcohol and the illegal use of controlled substances are unlawful activities which pose a substantial risk of harm to the Student and other members of the community. The Student hereby agrees to accept and abide by the standards, rules, and regulations set forth by Cumberland Valley School District Policy No. 227 (Drug Awareness/Paraphernalia). Under Policy No. 227, two procedures have been put in place to address the concerns about student use of drugs and alcohol: Random Drug Testing and Random Breathalyzer testing.

**RANDOM DRUG TESTING** (applies to students participating in privileged activities)

Student participation in athletics, extra-curricular activities, co-curricular activities, and driving to school is a privilege. The Student's participation in these activities and the reputation of the school are dependent, in part, on the Student's conduct as an individual. By signing this General Authorization and Consent, if the Student participates in athletics, an extra-curricular activity, a co-curricular activity, or receives driving privileges, the Student and Parent/Guardian hereby agree and consent to having the Student participate in random drug testing for the duration of time the Student participates in the activity.

The Student and Parent/Guardian also authorize Cumberland Valley School District to conduct, and hereby consent to, a test on a urine specimen which a Student randomly selected for testing will provide for the purpose of screening for drug use. We also authorize the release of information concerning the results of such a test to the Cumberland Valley School District and to the Parents and/or Guardians of the Student.

**RANDOM BREATHALYZER TESTING** (applies to students participating in certain school social functions)

Furthermore, the Student and Parent/Guardian acknowledge and understand that the Cumberland Valley School District has implemented random breathalyzer testing of students who attend certain school-related social functions, including but not limited to school dances, Winter Gala and the Prom. Students attending such social functions may be selected randomly for the purpose of undergoing breathalyzer testing prior to being permitted entry into the event. Breathalyzer testing will be performed by qualified individuals for the purpose of determining whether a student has consumed alcohol. The Student and Parent/Guardian hereby consent to Cumberland Valley School District administering a breathalyzer test to the Student that attends such a social function, in the event the Student is randomly selected for such test.

This also shall be deemed a consent pursuant to the Family Education Right to Privacy Act for the release of above information to the parties named above. These signatures signify consent to the standards, rules and regulations as set forth in Policy No. 227. Policy No. 227 is available upon request at the high school office or may be viewed on the district web site [www.cvschools.org](http://www.cvschools.org).

The purpose of the reporting of the Student's drug test results to the Student, the Student's parent(s)/legal guardian, and the above-named employees of the District is to enforce the District policy that students participating in athletics, students participating in extracurricular and co-curricular activities, and students with driving privileges, be drug free, and to facilitate placement of students who test positive participate in a drug assessment of drug treatment program. This Authorization shall expire on the earlier of the date of the signing by the Student and the Student's parent(s) or legal guardian of another Authorization to Disclose Individually Identifiable Health Information intended for the same purposes stated in the Authorization, the date on which the Student's enrollment as a student in the District terminates or one (1) year from the date of this Authorization.

We understand that we have the right to revoke this Authorization by delivering to the Administrative Director of the Department of Laboratory Medicine of Geisinger Holy Spirit Hospital, 503 North 21<sup>st</sup> Street, Camp Hill, Pennsylvania, 17011 a written statement stating our intent to revoke this Authorization. We also understand that our revocation will be effective immediately upon its receipt by the Administrative Director of the Department of Laboratory Medicine of Geisinger Holy Spirit Hospital. We further understand that if we refuse to sign this Authorization, or if we revoke this Authorization, the Student will not participate in any drug testing and, therefore, will not be eligible for participation in the District's athletic program, extracurricular or co-curricular program, or for the driving privileges, for which the testing was required.

We understand the disclosure from Geisinger Holy Spirit Hospital to the Student, the Student's parent(s)/legal guardian and the employees of the School District is subject to the privacy requirements of the regulations issued under the Health Insurance Portability and Accountability Act ("HIPAA"), 45 C.F.R. Part 164, Subpart E (Privacy of Individually Identifiable Health Information,) and is therefore subject to disclosure only as set forth in the notice of privacy rights which we received along with this Authorization. We understand that after the information about the Student is disclosed by Geisinger Holy Spirit Hospital to the District and ourselves, it is no longer protected by the HIPAA regulations from redisclosure by the District or ourselves to other parties. However, the District and Geisinger Holy Spirit Hospital have agreed that the District will not disclose the results of any Student's drug test to any persons except those identified in this Authorization

We hereby acknowledge that we have received a signed copy of this Authorization, and we have received a copy of Geisinger Holy Spirit Hospital's Notice of Privacy Practices.

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Date

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Student Signature

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Date

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Parent(s)/Legal Guardian (Please circle applicable term)

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Date



# CUMBERLAND VALLEY HIGH SCHOOL

6746 Carlisle Pike • Mechanicsburg, PA 17050-1796  
717-697-8261

## AUTHORIZATION TO DISCLOSE INDIVIDUALLY IDENTIFIABLE HEALTH INFORMATION

Name of Student: \_\_\_\_\_  
First Name Middle Initial Last Name

We, the above-named student (the "Student") and the parent(s)/legal guardian of the Student understand that as a condition of participation in the extracurricular activities at Cumberland Valley School District (the "District") every student of the District must consent to random drug testing, and any necessary repeat of follow-up testing to detect the illegal use of drugs. We understand that the random drug testing, and any necessary repeat of follow-up testing, will consist of the furnishing of a urine specimen which will be tested by the Department of Laboratory Medicine of Geisinger Holy Spirit Hospital for the presence of amphetamines, barbiturates, benzodiazepines, cocaine, marijuana, methadone, methaqualone, opiates, PCP and propoxyphene, and at the District's request, anabolic steroids and other performance-enhancing drugs ("Controlled Substances.")

We hereby authorize the Department of Laboratory Medicine of Geisinger Holy Spirit Hospital and the physician serving as the Medical Review Officer (MRO) to report the results of the Student's drug test to the Student, the Student's parent(s)/legal guardian and the following employees of the Cumberland Valley School District:

- The Superintendent and Assistant Superintendent
- The Student's Building Principal
- The Student Assistance Team
- The Athletic Director, Coach, Program Director and Faculty Supervisor who supervises the student's participation in the athletic team, extra-curricular activity or co-curricular activity, as the case may be.

We further authorize the Department of Laboratory Medicine of Geisinger Holy Spirit Hospital and the physician serving as the MRO to report to the above-listed persons the results of any repeat drug testing necessary due to specimen quality and the results of any follow-up testing to confirm a positive drug test or to confirm drug free status following entry into a drug assessment or drug treatment program.

**NOTE:**

Under Section II of Policy 227, only students participating in a privileged activity may be randomly drug tested; only students attending certain school social functions may be randomly breathalyzed.

\_\_\_\_\_  
Student Name (Please Print)      Date: \_\_\_\_\_

\_\_\_\_\_  
Student Signature      Date: \_\_\_\_\_

\_\_\_\_\_  
Parent or Guardian Signature      Date: \_\_\_\_\_

**For RANDOM DRUG TESTING Only**

PARENTS/GUARDIANS: Sign below if you would like to be present during the random drug testing process. Please understand you would need to be available during school hours and without prior warning. A phone call will be made and the testing process could take place within one half hour of the phone call. Write the phone number that should be called between 7:30 a.m. —2:30 p.m.

\_\_\_\_\_  
Signature      Date      Phone Number

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