

Model High School Athletic Handbook I

Nathan Noble

Meath Park Public School Athletic Handbook



**This handbook contains information regarding the
Athletic Program at Meath Park Public School**

**Please keep this handbook for your son's or
daughter's athletic career**

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Philosophy

Mustang Athletics is committed to the mission statement of Meath Park Public School, which states:

Our mission is to empower students to positively influence their own life paths and the lives of others. We will accomplish this by providing students with meaningful, engaging, and challenging learning experiences. Additionally, we will support change, remain flexible, and respect each child's individuality. Within a focused community of learning, our students will become responsible contributing members of their communities.

Meath Park Public School recognizes that extracurricular athletics promote sportsmanship, team building, good citizenship, high academic standards, and community responsibility. Extracurricular athletics provide an opportunity for students to explore their unique talents and interests outside of the classroom setting. These activities demand a high level of commitment, excellence, and self-motivation, which will help prepare students for the challenges they will meet outside the school community.

We believe that participation in this program is a privilege of all students and that subsequent to their participation is the acceptance of the responsibilities that accompany this privilege. We are committed to making this participation a positive opportunity for personal growth athletically, academically, and socially. Participation is voluntary and is not a requirement, nor is it an entitlement. Therefore, extra time and effort are required of those who participate. Since the reputation of the school is often judged by its extracurricular programs, high standards must be maintained.

Athletics are an extension of the school day. Our volunteer coaches are charged with the responsibility to teach the values of accepting success graciously, accountability, citizenship, sportsmanship, confidence, tolerance, handling disappointment, leadership, organizational skills, participation within the rules, performing under pressure, persistence, work ethic, physical well-being, responsibility, sacrifice, self-discipline, social skills, striving toward excellence, taking instruction, and teamwork.

Participation in extracurricular athletics is open to all students provided they meet the general requirements as outlined in this handbook, and any requirements specific to the activity of their choice as governed by SHSAA bylaws.

Governing Bodies

Meath Park Public School must follow guidelines, policies, and bylaws as set out by the following governing bodies:

1. Saskatchewan Rivers Public School Division #119
 - www.srsd119.ca
2. Saskatchewan High School Athletics Association
 - www.shsaa.ca
3. North Central District Athletic Association
 - www.ncdaa.ca
4. Prince Albert and Area Athletic Association
 - <https://sites.google.com/a/students.srsd119.ca/p4a/>

Programs

The following athletic programs are offered at Meath Park Public School. These programs will be offered on the basis of the following criteria:

1. A qualified teacher-coach or community coach to operate the program
 - a. Has up-to-date knowledge of the sport
 - b. Has the ability to commit to regular practices and games
 - c. Has taken all SHSAA courses as required by policy
2. A sufficient number of committed students to the particular program
3. Teacher sponsor (if community coach)
4. Approval by administration and the athletic director

Elementary athletics are open to students in Grade 5 and 6, while junior athletics consist of Grade 7 and 8 students. Both these categories compete in P4A leagues as well as local tournaments, meets, or bonspiels.

The senior teams are made up of students in Grades 9 to 12 and compete in the most competitive leagues or tournaments.

Meath Park Public School supports the following athletic activities:

Season	Sport	Male			Female			Mixed		
		Elm	Jr	Sr	Elm	Jr	Sr	Elm	Jr	Sr
Fall	Football - Carlton			•			•			
Fall	Cross-Country	•	•	•	•	•	•			
Fall	Volleyball	•	•	•	•	•	•			
Winter	Curling	•	•	•	•	•	•	•	•	•
Winter	Basketball	•	•	•	•	•	•			
Spring	Badminton	•	•	•	•	•	•	•	•	•
Spring	Track & Field	•	•	•	•	•	•			

Any start-up team must have the approval of school administration before the season of play begins. The following information must be presented when seeking school approval:

- List of “real” players with parent approval
- “Go-to” person that is an employee of Saskatchewan Rivers School Division
- Outline of season of play that includes game and practice schedule
- Detailed proposed budget outline (user fees, transportation costs, etc.)
- Postseason evaluation with administration

Please note that any start-up teams will NOT receive any financial support in their first year. The possibility of future financial support will only be given to teams that are a part of high school athletics. Financial support will not be given to community teams. A list of all coaches and teams they are involved with can be found by calling the office staff or athletic director.

Seasons of Play and Overlapping Seasons

The school seasons of play have been established to protect the student athlete from being placed in a position of having sports seasons overlap. It is not desirable for a student athlete to have to attend practices and games for two or more sports on the same days. Therefore,

- Each activity may hold practices according to the Saskatchewan High School Athletic Association (SHSAA) seasons of play as outlined in the SHSAA handbook.

- Coaches are to work together to develop an agreed upon practice schedule when there is an overlap of season of play. Discussion about teams and practice overlaps need to be completed at the beginning of the season. Teams must rotate practice times through an equitable rotation schedule (early, middle, and late) as gym time is available with final approval from the school administration.
- Double-sporting kids cannot practice more than two times per week with the incoming sport. Coaches need to keep in mind that there should be no hard conditioning or contact drills allowed, etc. Coaches should try to allow athletes to practice at least once a week with their secondary sport when an athlete is participating on two teams at the same time.
- Provincial competitions: Teams are to make an effort to avoid scheduling games during any SHSAA playoff competition when there are shared athletes. Athletes should attend the playoff competition over team events when overlapping of sports occurs.

Participation Fees

Meath Park School makes every effort through school budgets and fundraising to run its programs at a low cost to the athletes. The Saskatchewan Rivers School Division will pay for all accommodation for all regional and provincial competitions. However, it is sometimes necessary to charge a small fee for things such as:

- Hotel costs for overnight tournaments
- Team clothing such as hoodies, T-shirts, or jackets

All participation fees will be determined by the coaches/athletic director and administrators. An effort will be made to keep the fees consistent from one activity to the next, respective of the level of the team. Fees are directed to the school coach or the athletic director (in the case of a community coach). Players must pay fees in full or make arrangements with the coach/athletic director, before they will be permitted to participate in league games or tournaments. **FEES ARE NONREFUNDABLE** unless extenuating circumstances require individual consideration.

Fundraising

To prevent unnecessary overlap, we ask that teams keep the athletic director and administration aware of all fundraising. Coaches must be able to account for all expenses and allocation of funds. To avoid over-canvassing our community, we encourage full participation in fundraising from all of our coaches, teams, and athletes and that all funds raised will be put into a sports program fund to be used for items such as:

- Uniforms
- Equipment
- Travel costs
- Hotel costs
- Officials

Uniforms and Equipment

All uniforms will be provided by Meath Park Public School. Uniforms will be distributed and collected by the coach.

Players will be responsible for the care and maintenance of uniforms while they are in their possession.

Players will be responsible for the cost of replacement of any uniform damaged beyond normal wear and tear or lost while in their possession. All uniforms are to be cold water washed and hang dried.

Teams may be provided with equipment specific to their activity. This equipment is owned by the school. The care and supervision of this equipment shall be the responsibility of the coach or their designate.

Gym Bookings

All gym usage shall be booked through the athletic director and office staff. Coaches are to provide the athletic director with the team practice and league schedule at the beginning of season of play. League games and home tournaments have booking priority over practices. There must be a coach or teacher present at all practices and games.

Coaches may request specific practice times. While all efforts will be made to accommodate requests, it shall be the priority of the athletic director to provide a practice schedule that is equitable to all teams in accordance with priorities. Coaches are encouraged to

develop a practice schedule among themselves before it is submitted to the athletic director to prioritize the gym schedule. In some instances when seasons overlap, it may be appropriate to develop a schedule on a weekly basis.

Coaches are encouraged to provide players and parents with copies of the team's practice and game schedule for the entire season of play as early as possible.

Transportation

The transportation for league games, tournaments, and playoffs will be handled in two fashions at the discretion of the coach. The preferred method of transportation is the school van. The second choice is parent or student drivers.

Each coach will have van training certification through Saskatchewan Rivers Public School Division. They are required to fill out a safety form each day they travel in the van. Students are expected to wear their seatbelts at all times, clean up the van each time they exit, and treat the van with care and respect. Fundraising will help cover the cost of fuel and/or rental of the school van.

Group or Team Travel Policy

Students who are members of a school team must travel to and from school-authorized events as a group. Students asking to deviate from this policy must:

- Have a legitimate reason.
- Inform the coach at least two days in advance.
- Confirm alternate travel plans with a signed note and phone call from a parent or guardian.

Student Transportation in Private Vehicles

The Saskatchewan Rivers Public School Division Board of Education passed an administrative procedure in regard to transporting students in private vehicles.

The following is a sample permission slip for student transportation in private vehicles:

Travel Permission Form

_____ I do not give my child permission to travel to sporting events with other students.

_____ I give my child permission to travel to sporting events with any team member.

_____ I give my child permission to transport any team member.

_____ I give my child permission to travel to sporting events with only the following students: _____

Parent Signature _____ Student Name _____

Guidelines for Student Athletes

Academic Achievement

Student athletes are expected to be students first and athletes second. Academics will always take priority over athletic events. Each student athlete's progress will be monitored by their coach. If a student is struggling with their classroom work, they may need to miss some practice or game time. Students should inform coaches in advance when practice or game time will be missed due to academic obligations. Once the obligations are complete, students are welcomed back to practice.

Eligibility

To be eligible to participate in senior athletics, students must meet eligibility requirements as set out by the SHSAA. To be eligible to participate in elementary and junior athletics, students must meet the eligibility requirements as set out by the P4A.

Students must be in attendance for the day of a practice or game in order to participate in that practice or game. Legitimate reasons for an absence, which would allow a student to participate on the same day as the absence, are:

- School-sanctioned activities.
- Appointments with health professionals.
- Emergency situations.
- Planned absence for personal or educational purposes that has been approved by the school administration.

Students who are absent from classes all day due to illness are not eligible to participate on that particular day. It may be considered unethical for a coach to practice or play an athlete who was ill earlier in the day. The effects of that illness may linger and present a potential health risk to the athlete, their teammates, and their opponents if the athlete practices or plays that same day.

An athlete serving an out-of-school suspension from school is also suspended from participation in extracurricular activities, until such time as the student has been reinstated to classes. Students who are suspended on a Friday will not be allowed to compete in any activities that day. If there is a weekend in the middle of suspension, the athlete is not permitted to participate in any activities that Friday and/or Saturday.

Conduct

Student athletes are representatives and ambassadors of Meath Park Public School and Saskatchewan Rivers Public School Division. Athletes must follow Meath Park Code of Conduct at all times, particularly with regard to drugs, alcohol, tobacco, and language.

Student athletes are expected to provide strong examples of leadership and citizenship both on and off the court or field of play, and both in and out of the classroom.

Team Before Self: Most sports are team games and although it is proper and even necessary to have personal objectives, it is paramount that each member of a Meath Park team possesses an unselfish attitude wherein team objectives are primary.

Regardless of when or where an athletic event occurs, it is a school-sponsored activity. The use of tobacco, drugs, or alcohol is prohibited and shall be strictly enforced.

If a student athlete does not conduct himself or herself in a manner that reflects favorably on the school, the privilege of participation may be suspended or revoked by a coach or supervisor, the athletic director, or the principal.

Injury

Any student injured on or off the field of play and requiring medical attention is recommended to present a note from a physician or requires parental consent before being eligible to practice or play again.

If a student suspects they have had a concussion at any time, they need to inform their coach immediately. Both the coach and the student should inform parents and administration in a timely manner.

Commitment

Being a member of any school team is a privilege that each athlete must earn. A key to earning that privilege is commitment to the team. Team or individual success can only be achieved if all participants are committed. This type of commitment includes:

- Attendance at all practices, games, and team events.
- Providing the coach with advance notice of absences from practices or games, and an explanation of that absence.

While it is acceptable for a student athlete to have a job, it is not reasonable to expect the coach to accept working as a legitimate reason for missing practices or games.

Physical Education

All students are required to participate in their regularly scheduled physical education classes. Students who are medically excused from physical education are not allowed to participate in their team practice or competition on that day.

Language or Gestures

Profane, derogatory, and abusive language or gestures during any team-related or school activities are strictly prohibited.

Hazing

Hazing or negative initiation activities are prohibited by Meath Park Public School. The planning of, initiation of, or participation in such activities shall be dealt with under the behavioral expectations of Meath Park athletics and may lead to suspension or removal from a team or school-sponsored activity.

Cell Phones and Social Media

Every student is aware of the benefits of cell phones and social media, but they must also be vigilant about the drawbacks. Each time you use for phone to text or post something to the Internet, you need to STOP and think before you do it. You need to ask yourself these questions:

- Can I be offending someone with what I am doing?
- Is this infringing on someone else's privacy?
- Would I want someone to do this to me?
- Is this something I want others to see or read?
- Is this a form of bullying?

If you have asked yourself these five questions and feel you are not in violation of any of them, you can carry on. Cell phones and social media are about expressing yourself in a positive way and creating lasting memories that can be shared with others. Meath Park encourages the positive use of social media at the appropriate times. Make sure you always have your, your teammates', your school's, and your family's best interest in mind in anything you do.

Team-Oriented Guidelines

Tryouts/Team Selection

Students should understand that participation in athletics is a privilege. Students try out voluntarily and for some programs there is a risk of not being selected to a team. It is the judgment of the coaches that dictates the selection and number of participants for teams. Before the tryout process begins, coaches will provide an explanation of their expectations and tryout criteria. It is the students' responsibility to demonstrate that they can meet those expectations. Only official tryout sessions will determine an athlete's placement on a team.

Commitment to the Team

When trying out for a team, and after being selected to be a member of a team, Meath Park student athletes are expected to attend all practices and games for that team. Weekend commitments vary by sport and should be expected. It is understood that a lack of commitment or attendance can decrease playing time and role on a team.

Student athletes are expected to communicate conflicts with practices and games to coaches well in advance.

In the case of conflicts between Fine Arts (FA) and Athletics, the following applies: FA performance trumps an athletic practice; athletic competition trumps an FA rehearsal.

In cases when there is an FA performance and athletic contest, the student will choose without penalty.

School/Family Vacations or Extended Absences

Every team member is expected to be present for all team practices and games. Student athletes who plan to be absent for an extended period of time due to vacation or a planned extended absence must discuss this situation with the coach prior to trying out for the team.

Daily Team Attendance

It is extremely important that a coach be notified if a student athlete is not going to be present at a practice or game. Practice is where plans for upcoming contests are developed and perfected. The coaches in our program expect their athletes to be present at all team activities. Suspension or dismissal from the team may take place as a result of such absences.

Student athletes are excused from team activities for academic or religious reasons, family emergencies, illness, or injury. Prior notification to the coach is expected whenever possible.

Playing Time

Playing time for all P4A athletics is based on the equal time philosophy. This level is intended for students to build skills and have fun while playing sport. Only once a team has reached playoffs will the coach decide whether to deviate from this philosophy. If they choose to not use the equal playing time during playoffs, they will inform the team prior to beginning the competition.

Playing time is determined by practice attendance, attitude, effort, commitment, and athletic skill. It is the coach's responsibility to decide which athletes should start a contest, which should play what position, and how long each athlete should play. These coaching decisions are made only by the coaching staff, who approach them very seriously after having observed the athletes in practice sessions, game-like situations, scrimmages, and actual games.

Team Captains

Coaches select team captains based on identified criteria. This may include character, coachability, communication skills, athletic

ability, etc. They may be elected by the team or appointed by the coach—this process is communicated to the students ahead of time. Captains may also be appointed on a game-by-game basis. Team captains are expected to be the leader of their team and should be ready to assume duties as outlined by their coach. Captains are expected to communicate with the coach, team, and athletic director in the event of any problems that may affect the team or its members. Captains may be asked to meet with the athletic director and/or principal during the school year to discuss the athletic program. Captains may be relieved of their position for violation of team, athletic department, or school rules.

Team Rules and Regulations

At the start of the season, a coach, with the approval of the athletic director, may issue a set of team rules. It is recommended these be written and distributed to all team members. These rules, which are not to be in conflict with any school or SHSAA policies, may vary to reflect the nature of the sport and the practice and competition schedules.

Guidelines for Coaches

The following guidelines are to be considered a code of conduct for the Meath Park coaching staff:

- The coach is foremost a teacher. The chief objectives of school athletics are to build leaders and to develop athletic skills. Winning games is secondary to these objectives. Coaches who do not make a positive contribution to the total educational process are not meeting their obligations.
- The coach shall uphold the rules and regulations of SHSAA, NCDAA, and the P4A.
- The coach should always be regular and prompt in meeting assignments—practices, games, and meetings.
- The coach should be diligent in attention to routine details and administration. This includes turning in all reports when due, keeping necessary records, phoning in results, taking care of team accounting, keeping track of uniforms, booking hotels, and making transportation arrangements. The athletic director or school designee will attend to these duties in conjunction with all community coaches.

- The coach should instill in the team an attitude of sportsmanship on and off the court, during and after the game, in and out of school.
- The coach should use acceptable language at all times. Vulgarity and profanity have no place on the athletic field or on the court, in the gym or in the classroom.
- The coach shall not use alcohol, tobacco, or nonprescription drugs in any form while with the team.
- The coach shall not, under any circumstances, start preseason tryouts or practices to the detriment of any in-season sport.
- The coach should, when faced with unpredicted disciplinary situations, let common sense and school and division policies prevail. Situations are to be assessed on a rational basis.
- The coach should accept the responsibility to act as a counselor to the athletes under their direction. The coach is in a unique position among all school staff with regard to the relationship they have with the students. Many students complete their high school program, in part because of their interest in athletic participation and the influence of the coach. In this way, the coach can play a major role in diminishing problems confronting high schools in dropout rates and related issues.
- The coach should be mindful of their position of guardianship entrusted by the athletes and their parents. While acting as a counselor to the athletes, there must also be a necessary social separation so that over-familiarity or impropriety does not occur or is not perceived to have occurred.
- The coach will e-mail staff a few days ahead of time of upcoming activities and events that require participants to miss classes. Be sure to allow for dialogue with classroom teachers and yourself on athletes struggling in a particular class.
- The coach should work to instill within their players respect for the officials and should establish that the coach is the primary individual to discuss aspects of the game with the officials.
- The coach will ensure that all athletes have had their FOIP forms signed (included in the student registration package) at the beginning of the year. If not, students' names and/

- or pictures cannot be listed in any media forms (including school newsletter). Please check on this with office secretary.
- The coach will respect the rights and feelings of other coaches and will never use tactics that take unfair advantage of others. The coach should be friendly and courteous at all times and never argue with an opposing coach in front of the team or spectators.
 - The coach will maintain an up-to-date knowledge of the sport being coached to ensure the students are given every opportunity to succeed.
 - The coach shall complete the Marsh Incident Report for injuries sustained while practicing or at competitions.
 - The coach shall develop a season plan that includes practices, games, tournaments, travel, and possibly a budget. This information should be communicated with the school administrators, players, and parents.
 - The coach shall maintain and carry a current health certificate form for each player at all times during the season.
 - The coach should teach the team to be respectful of and friendly toward opponents.
 - The coach shall submit a list of award nominees/winners to the awards committee following the season.
 - The coach shall take the concussion protocol training as required by SRSPD and SHSAA.
 - It is the RESPONSIBILITY of the coach to read over the Saskatchewan Extra-Curricular Safety Guidelines associated with their sport. There is important safety and supervision information in this document that all coaches need to be familiar with. The safety guidelines can be found online or with the athletic director.

Team Selection

All tryouts are open to all students of Meath Park Public School who meet the requirements of grade, gender, and general eligibility for each particular sport. Coaches must conduct an open tryout and may not make final cuts until after at least the second practice. Final selections should be based on attitude, coachability, commitment, and skill. Once the team has been selected, the coach must promptly submit a roster to the athletic director and the office.

Practices

Coaches should distribute a practice schedule to players and parents. Coaches should do their utmost to adhere to the practice and game schedule and should keep changes to a minimum.

A change, addition, or cancellation to a game or practice should be made with as much advance notice as possible. Such changes may affect player and parent commitments and may affect other teams.

Playing Time/Expectations

Meath Park Elementary and Junior teams will use an equal play philosophy in all regular season games and round-robin portions of tournaments. This will not be monitored to the minute or point, but rather the coach will do their best to stick to the equal playing time philosophy. Once playoffs occur, the coach will decide whether to continue with the equal playing time philosophy. If they decide not to continue with equal playing time, this will be explained to the players prior to playing the game.

Meath Park Senior teams participate in competitive leagues and tournaments. As such, there will be few, if any, instances when playing time for each player on the team will be equal. The amount of playing time may vary from game to game or from week to week. Neither the player's grade level nor prior years of playing experience with Meath Park teams will be a factor in determining playing time.

Communication

Clear communication between coach and player, player and parent, parent and coach, and between players is critical to avoid misunderstanding. This communication can be initiated and maintained in a number of ways:

- Once the team is picked, coaches should provide a written statement of their philosophy, team goals, fees, and player expectations.
- Coaches should outline the process for communication. This process applies to all parties, and it can be outlined for all in a letter.
- Coaches may hold a preseason meeting with parents under the guidance of the athletic director.

Leave Forms

When a coach will be leaving with a team during scheduled class time, they must fill out a leave form. The coach must check with the administration to determine if a substitute teacher will be required for the leave. If approval is given, coaches need to notify staff of the details of class release time and provide a list of athletes who will be absent.

Community-based coaches shall inform the athletic director of the dates and times, and the athletic director shall be responsible for getting approval from the school administration and giving notice to all staff. Please make sure there is an itinerary attached with all trip requests.

Staff notice may take the form of a hard copy or electronic copy to be distributed to all staff members. The notice should be provided as early as possible and must contain the following:

- A list of all students involved
- The date of the sanctioned absence
- Periods involved
- When appropriate, time of departure
- The nature of the event

Van Booking

A van booking form will also need to be filled out prior to getting approval for an out-of-school extracurricular trip. This form should be filled out a minimum of 10 days prior to departure. Coaches must communicate their schedule at the beginning of the season to avoid conflicts with use of the school van.

Budget

The coach is responsible for the team budget. Coaches should make a preseason projected budget that will take into account all expenses for transportation, tournaments (conferences, regionals, and provincials), officials' fees, uniforms, and equipment. No teams shall operate a budget in the negative without approval from the principal and consultation with the athletic director. All budgets should be balanced at the end of the school year.

Please note if a team is successful in earning a provincial birth, Meath Park Public School will cover the cost for coaches for accommodation and meals.

The following is the coaching-to-substitute-teacher coverage ratio for teams that may have more than one coach—any deviance from the list below requires principal approval:

- 10 athletes or less—Permission for 1 coach to supervise
- 11–25 athletes—Permission for 2 coaches to supervise
- 25+ athletes—Permission for 3 coaches to supervise

Professional Development

It is in the best interests of the student athletes to have coaches who are well trained. In support of this, coaches may be reimbursed for registration in approved professional development activities that are directly related to their coaching assignment. Approval will be made by the administration under the PD Policy for the school and must be supported by receipts.

Guidelines for Community Coaches

In addition to the roles/responsibilities of the coach outlined above, a community coach shall:

- Complete a Criminal Records Check/Vulnerable Sector Check as required by Saskatchewan Rivers School Division. This must be completed yearly.
- Be aware of and comply with all Saskatchewan Rivers Public School Division policies and procedures that apply to employees/volunteers. (Check with athletic director or school administration.)
- Become aware of and comfortable with the guidelines of the sport as outlined by the SHSAA (www.shsaa.ca), the NCDAA (www.ncdaa.ca), and P4A.
- Complete the SHSAA required coaching course.
- Consult the school's athletic director and/or school administrator regarding questions related to high school athletics. It is very important that community coaches be aware that many principles of high school athletics differ from those of community/club athletic programs.

Athletic Director

The athletic director will help coordinate school athletics and represent the school at athletic meetings. The athletic director is selected by the school principal, and they have some added roles and responsibilities outside of coaching.

- The athletic director shall oversee, in collaboration with the school-based administration, the athletic programs of the school to ensure the philosophies and policies of the P4A, SHSAA, NCDAA, and SRSPD are observed and practiced by all teams, coaches, athletes, and other individuals involved in the program. The athletic director will also ensure that all individuals involved are aware of such guidelines.
- The athletic director shall assist school-based administration by ensuring that all teams are provided with appropriate, qualified, and trustworthy individuals to coach/facilitate each team.
- The athletic director shall work with school-based administration to obtain approval for community coaches at the school, division, and provincial levels. Criminal record checks are required annually from community coaches.
- The athletic director will provide each coach/supervisor with the knowledge to access the constitution and bylaws of the P4A, SHSAA, and NCDAA.
- The athletic director will provide each coach/supervisor with information in regard to rule changes, playoff dates, and draws.
- The athletic director shall submit forms on behalf of the school to the P4A, SHSAA, and NCDAA either electronically or by hard copy by the appropriate deadlines.
- The athletic director shall attend the annual general meeting of the P4A and NCDAA.

Athletic Director's Annual Checklist

August

Review extracurricular assignments

Meet with fall coaches

Assist in scheduling tryout dates

Athletic Director's Checklist (cont.)

September

Initiate procedures for any students who have transferred to your school

Attend NCDAA Fall Meeting

File E3 SHSAA Form (School Team Registration Form) / Send check to SHSAA Office

File E5 SHSAA Fall Activity Eligibility Forms (online)

Promote and attend NCDAA officials' clinics

File E10 SHSAA Form (School Enrollment Registration Form) (online)

File E1 if needed

Make decisions regarding coop agreements and initiate paperwork if necessary.

October

File officials in Officials Registry (online)

Promote High School Sport Week

Send a copy of your E-10 to NCDAA treasurer with check for student levy

November

Wrap up fall activities

Meet with winter activities coaches

Check for date of basketball officials clinic

December

File winter officials in Officials Registry

File E5 SHSAA Eligibility Forms

January

File E-5 for Curling and Wrestling

Attend NCDAA Executive Meeting

Check playoff dates and location

Athletic Director's Checklist (cont.)

March

Wrap up winter activities

Meet with spring activities coaches

Nominate coaches and officials for NCDAA and SHSAA awards

Submit resolutions for NCDAA and SHSAA AGM

April

Attend NCDAA Spring Meeting

Recruitment for workers for District Track and Field

File E5 SHSAA Badminton eligibility

May

File E-5 for Track & Field

Promote SHSAA Coaches Symposium

Preview resolutions with coaches and administration in the building

Check uniforms and equipment needs for upcoming year and order early

June

Spring activity wrap up

Attend SHSAA AGM

Plan for next year's activities

SHSAA Forms

All forms and due dates can be found at the following link: <http://www.shsaa.ca/page/show/968456-forms-and-due-dates>

- E1 Application for Reclassification
- E2 Use of Grade 8 Students Form
- E3 School Team Registration Form—must be done online
- E4 Canadian School Sport Federation Inter-Provincial Competition Sanction Form
- E5 Activity Eligibility Form—must be done online
- E7 Health Certificate and Parents' Permission Form

- E8 Member School Special Report Form
 - E9 Official's Report—Special Report Form
 - E10 School Enrolment Declaration Form
 - E11 Service Award Nomination Form
 - E12 Merit Award Form
 - E13 Evaluation and Recommendation Form
 - E14 Declaration For Non-Faculty Coach
 - E15 Registry of Officials—must be done online
 - E16 Basketball/Volleyball/Soccer Seeding Form
 - E17 Student Transfer Form
 - E18 Home School/Distance Learning Form
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Saskatchewan Rivers Public School Division Administrative Procedures and Forms

All AP forms can be found at the following link: www.srsd119.ca/?page_id=660

- AP 140 Staff, Parent, and Student Concerns
- AP 155 Tobacco and the Use of Tobacco Products
- AP 300 Student Code of Conduct
- AP 337 Alcohol and Drugs
- AP 405 Employee Expectations and Code of Conduct
- AP 410 Criminal Records Check
- AP 473 Volunteers
- AP 550 Fund Raising
- AP 558 Student Transportation in Private Vehicles
- AP 625 Community Use & Rental of School Facilities
- AP 710 Bus Cancellations: Cold or Extreme Weather Conditions
- AP 720 Student Code of Conduct on School Buses and School Division Vans
- AP 725 Special Use of School Division Buses and Vans
- AP 730 Extra-Curricular Bus Transportation
- AP 735 Student Transportation in Private Vehicles
- AP 735 Appendix A: Parent Consent Form

Administrative Procedures and Forms (cont.)

AP 735 Appendix B: Application for Automobile Driver
Authorization

AP 810 Acceptable Use of Technology for Students

Awards

Each year in June, after the conclusion of all school-sponsored athletic activities, the Athletic Department will sponsor and host an Annual Athletic Awards Event. At this event, individual athletic awards, as determined by the Athletic Department, and selected by the respective coaching staffs, shall be presented. In addition, the Athletes of the Year and other awards, as selected by a designated committee, shall be presented.

Meath Park Athletic Award Criteria

Female and Male Athlete of the Year

These awards are given to both a male and female athlete in each of the following grade combinations: 7/8, 9/10, and 11/12. These awards are chosen by the entire school coaching staff and the award criteria are as follows:

- The athlete has participated in more than one school sport.
- The athlete should have demonstrated an above average degree of athletic ability in all activities in which they participated.
- The athlete should have demonstrated athletic, personal, and sportsmanship abilities and qualities that have brought the pride and respect to himself or herself and Meath Park in the view of the community, opponents, and others (e.g., other schools, communities, administrators, and coaches).
- The athlete should demonstrate to all a desire to better himself or herself through athletics at Meath Park Public School.
- The athlete should have demonstrated leadership abilities on and off the court, field, course, or rink that have made them a respected individual in the eyes of the staff, fellow athletes, and the student body in general.
- The athlete has maintained a quality effort in academics.

- Above all, the athlete should be an example, or epitomize the type of athlete and individual who Meath Park Public School strives to develop through the support of extracurricular athletics.

Team and Individual Sport Awards

These awards are created and chosen at the discretion of each separate coaching staff. The criteria for each are also chosen by each coaching staff.

Senior Girls Volleyball

- Most Improved Player
 - The athlete has shown great progress in skill level over the course of the season or from season to season.
 - The athlete has shown perseverance in achieving success.
 - The athlete has been a role model to others on the team and in the school.
 - The athlete has maintained a quality effort in academics.
- Mustang Award
 - The athlete has shown strong leadership skills throughout the year.
 - The athlete has shown consistent and positive teamwork skills.
 - The athlete has been an outstanding role model to others.
 - The athlete has shown sportsmanship throughout the season.
 - The athlete has shown a relentless work ethic in all areas of the sport.
 - The athlete has shown strong effort in academics.

Senior Boys Volleyball

- Most Improved Player
 - The athlete has shown great progress in skill level over the course of the season or from season to season.
 - The athlete has shown perseverance in achieving success.
 - The athlete has been a role model to others on the team and in the school.
 - The athlete has maintained a quality effort in academics.

- Mustang Award
 - The athlete has shown strong leadership skills throughout the year.
 - The athlete has shown consistent and positive teamwork skills.
 - The athlete has been an outstanding role model to others.
 - The athlete has shown sportsmanship throughout the season.
 - The athlete has shown a relentless work ethic in all areas of the sport.
 - The athlete has shown strong effort in academics.

Curling

- Most Outstanding Curler
 - The athlete has shown great dedication to the sport in both practice and competition.
 - The athlete has shown sportsmanship on the ice.
 - The athlete has been a role model in the sport.
 - The athlete has shown improvement throughout the season.

Senior Girls Basketball

- MVP
 - Given to an athlete who can play the sport at a high level.
 - The athlete contributes to all aspects of the sport in such things that include dedication, leadership, skill, and desire.
- Most Improved
 - Given to an athlete who shows much growth throughout the season in her skill level and game sense.
 - The athlete increases her dedication and desire to become a better player.
- Graduating Players
 - Given to any Grade 12 graduating player from the team.

Senior Boys Basketball

- MVP
 - Given to an athlete who can play the sport at a high level.
 - The athlete contributes to all aspects of the sport in such things that include dedication, leadership, skill, and desire.
- Rookie
 - Given to a student in his first year of play.
 - He has shown a high level of commitment and dedication to the team.
 - He has shown an increase in skill level and value to the team.
- Most Improved
 - Given to an athlete who shows much growth throughout the season in his skill level and game sense.
 - The athlete increases his dedication and desire to become a better player.
- Graduating Players
 - Given to any Grade 12 graduating player from the team.

Badminton

- Most Outstanding Player
 - The athlete has shown great dedication to the sport in both practice and competition.
 - The athlete has been a positive role model in the sport and school.
 - The athlete has had success in the sport.
 - The athlete has shown sportsmanship within the sport.
 - The athlete has maintained quality effort in academics.

Athletics

- Outstanding athlete in cross-country and track & field
 - This is a combined award, selecting athletes who have competed in either or both cross-country and track & field.
 - The athlete has shown great dedication to the sport in both practice and competition.
 - The athlete has shown drive to improve in the sport.

- The athlete has been a role model for others in the sport and school.
- The athlete has had success in the sport.
- The athlete has maintained a quality effort in academics.

Athletic/Academic Combined Awards

- This award is chosen from student athletes in Grades 10–12.
- Each student athlete has competed in more than one sport.
- The top 10 averages of the student athletes who meet the above criteria will be given this award.
- Averages are calculated as follows:
 - The highest mark in each required area of study:
 - * One Math
 - * One English
 - * One History
 - * One Science
 - Plus the next highest mark in either a required course or an elective.

Earning Your Letters

Meath Park “Letters” are given to each student athlete who completes 4 consecutive years of senior athletics.

Spirit Award

The qualities we are looking for with this award are as follows:

- Shows leadership, dedication, and spirit in both athletics and school.
- Displays sportsmanlike conduct on and off the playing area.
- Shows respect for the coach, referee, and their teammates.
- Shows a positive example to their teammates through play and attitude.
- Has maintained quality effort in academics.

Activity Awards

Respective coaches shall be responsible to submit to the athletic director the names of the award recipients for the preceding list, as well as making the athletic director aware of any team or individual accomplishments that deserve recognition.

Selection committee. Composition shall be as follows, with each person on the committee having one vote (no individual can receive more than one vote by virtue of filling more than one position on the selection committee):

- Athletic director (shall be responsible for the organization and conduct of all meetings, as well as the tabulation of votes)
- Principal
- Vice-Principal
- All members of the Meath Park high school coaching staff

Selection process (if consensus through discussion cannot be met at a coaches meeting):

1. Each coach/supervisor must submit to the athletic director a list of all students who participated in each of the recognized activities he or she coached/supervised.
2. The athletic director will compile and distribute the lists to all coaches/supervisors so that they are aware of individuals who meet the necessary criteria for this award.
3. From the list of those who qualify, nominations are submitted to the athletic director (any member of the committee may nominate candidates).
4. The athletic director shall provide each coach/supervisor with a “Coaches Appraisal Rating Sheet” for each of the nominees. The coach/supervisor of each activity in which the nominees participated should complete this appraisal, rating nominees on a point basis (10 being the highest) on how often they participated and on various aspects of the activity (time commitment involved, attitude, improvement, sportsmanship, team play, skill level, level of competition, etc.).
5. Using the information and whatever other sources are available, the committee should narrow down the list of nominees to two or three candidates. (This would be done only if more than three candidates were nominated. Otherwise, go to #6 below.)
6. From the final list of candidates, an ATHLETE OF THE YEAR (Male and Female) should be determined through a secret ballot.

Recommended Parent/Guardian Communications

By establishing communications guidelines, we are better able to understand each other's roles and thereby provide greater benefit to our student athletes. To be successful, communication is vital and requires involvement, dedication, sacrifice, and commitment from parents, student athletes, and coaches.

Guidelines for Parents

- Support the team, the players, the officials, and the coaches.
- Help your child to follow and uphold the Meath Park Public School athletes' guidelines for participation.
- Support the goals of sportsmanship and help bring pride and respect to your child and Meath Park Public School.

Parent Communications

Both parenting and coaching are difficult roles. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefits to students. It is also important to remember that coaches are volunteers and they are giving their valuable time to work and help improve your child's leadership abilities, social skills, team cooperation, and responsibility. Here are some guidelines to help you as a parent supporter of the athletics programs at Meath Park Public School.

Communication protocol/conflict resolution. Please use the following communication protocol to resolve conflicts regarding student athlete team participation:

- Step 1: Player goes directly to the coach
- Step 2: Player and parent go directly to the coach
- Step 3: Player goes directly to the athletic director or principal
- Step 4: Player and parent go directly to the athletic director or principal

Communication coaches expect from student athletes:

- Concerns expressed privately and directly to the coach
- Notification of any schedule conflicts well in advance
- Specific concerns in regard to a coach's expectations and/or philosophy

As your son or daughter becomes involved in the extracurricular programs at Meath Park Public School, they will experience some of the most rewarding moments in their school career. It is important to understand, however, that at times things will not go the way you or your son or daughter wishes. At these times, discussion with the coach is encouraged.

Communication coaches expect from parents:

- Concerns expressed privately and directly to the coach away from the court or field setting
- Notification of any scheduling conflicts well in advance
- Specific concerns in regard to a coach's philosophy and/or expectations
- Support for the program and the attributes of dedication, commitment, and responsibility, which are essential ingredients for success and excellence

All communications from parents toward a community coach must go through the athletic director. Any direct negative consultations with parents and coaches without consultation through the athletic director may result in the student athlete being removed from competition and/or the team.

Appropriate concerns to discuss with coaches:

- Any improper consideration toward your child mentally or physically
- Ways to help your child improve and develop
- Concerns about your child's behavior
- Any influence that the activity is having on your child's academic performance

Playing time is always a concern for a student athlete. Unfortunately, there are only so many spots on the court or field, and not everyone will have the same playing time. Coaches make judgment decisions based on what they believe to be the best for all students involved and at times for the most competitive product they can put toward the competition. While there are certain things that should be discussed with your child's coach, there are also certain things that should not be discussed. Those decisions need to be left to the coach's discretion.

Issues not appropriate to discuss with coaches:

- Playing time for high school athletes
- Team strategy
- Play calling
- Other student athletes

Some situations may require a conference between the coach and the parent. These are encouraged, but the following procedures should be followed to help promote a resolution to the issue of concern:

- Call and set up an appointment with the coach a minimum of 24 hours after the concerned incident. Weekends do not constitute the 24-hour rule. For example, if something happens on Friday afternoon, the coach will be available to speak with you Monday afternoon.
- Resolution, not confrontation, is the best approach.
- Please do not confront a coach before or after a game or practice—these can be emotional times for both the parent and the coach, and our coaches are instructed to walk away from such situations.

If required, the Next Step:

- Call and set up a meeting with the athletic director and/or principal to discuss the situation.
- At this meeting if a resolution cannot be reached, the next step can be determined.

The coaches at Meath Park Public School recognize the importance of extracurricular activities. We provide a program that strives to provide your child with a positive and meaningful experience.

A Guide for Sport Parenting

Before the Game:

- Make a commitment to Honor the Game in action and language no matter what others may do.
- Tell your child before each game that you are proud of them regardless of how well they play.

During the Game:

- Fill your children’s “Emotional Tank” through praise and positive recognition so they can play their very best.
- Don’t give instructions to your child during the game. Let the coach correct player mistakes.
- Cheer good plays by both teams. (This is advanced behavior!)
- Mention good calls by the official to other parents.
- If an official makes a “bad” call against your team? Honor the Game—BE SILENT!
- If another parent on your team yells at an official? Gently remind them to Honor the Game.
- Don’t do anything in the heat of the moment that you will regret after the game. Ask yourself, “Will this embarrass my child or the team?”
- Remember to have fun! Enjoy the game.

After the Game:

- Thank the officials for doing a difficult job for little or no pay.
- Thank the coaches for their commitment and effort.
- Don’t give advice. Instead, ask your child what they thought about the game and then LISTEN. Listening fills Emotional Tanks.
- Tell your child again that you are proud of them, whether the team won or lost.

Cell Phones and Social Media

Every student is aware of the benefits of cell phones and social media, but they must also be vigilant about the drawbacks. Each time you use your phone to text or post something to the Internet, you need to STOP and think before you do it. Everything you do is part of your digital footprint. You never know when that will come back to hurt or help your reputation during the recruiting process, a new job, or other important areas of your life.

With that said, you should understand the following:

- I must take responsibility for my online profile, including my posts and any photos, videos, or other recordings posted by others in which I appear.
- I will not degrade my opponent before, during, or after games.

- I will post only positive things about my teammates, coaches, opponents, and officials.
- I will use social media to purposefully promote abilities, team, community, and social values.
- I will ignore any negative comments about me and will not retaliate.
- If I see a teammate post something potentially negative online, I will have a conversation with that teammate. If I am not comfortable doing that, I will talk to the team captain or coach.
- I am aware that I represent my sport, school, team, family, and community at all times, and I will do so in a positive manner.

Before using social media, ask yourself these questions:

- Will I offend someone with what I am doing?
- Is this infringing on someone else's privacy?
- Would I want someone to do this to me?
- Is this something I want others to see or read?
- Is this a form of bullying?

If you have asked yourself these five questions and feel you are not in violation of any of them, you should carry on. Cell phones and social media are about expressing yourself in a positive way and creating lasting memories that can be shared with others. Meath Park encourages the positive use of social media at the appropriate times. Make sure you always have your, your teammates', your school's, and your family's best interest in mind in anything you do.

Sample Documents

Sample Letter: Mustang Volleyball Information Letter

Dear Parent and/or Guardian:

As I am sure you know already, your son or daughter has been chosen as a member of the Meath Park Public School volleyball program.

Being part of a volleyball team requires the student to follow some guidelines. It requires commitment and dedication to the team and to the school. The player will be expected to maintain passing

grades in all of his or her subjects, attend school regularly, and maintain a positive attitude toward school and team. The player will be expected to attend all practices, games, and tournaments. If there is a very good reason for missing, the player should let the coaches know as soon as possible.

We feel very strongly that the players are representing Meath Park Public School whenever we play or practice, and as such they should be on their best behavior. Players may be removed from the team for not adhering to school and team policies. Being a member of this program is a privilege, not a right.

A schedule of practices, games, and tournaments will be distributed. Hopefully, this will help you in some of your planning for the volleyball season. Please fill out all of the appropriate forms today and return them to the school immediately so that your son or daughter is able to travel to league games and tournaments. Also, please include all pertinent data that concerns your son or daughter.

The coaches of our teams are looking forward to a season in which we see our teams improve, work hard, have fun, and do well. We invite you to come out and cheer on your sons and daughters and to help out in any way possible. If you have any questions or concerns, feel free to contact the appropriate coach listed below.

A parent meeting has been set; please check with your son or daughter for the appropriate details. Parents are strongly urged to attend with their athletes in order to sign forms and go over expectations, philosophies, and policies. This is a good time to learn about the program and ask any questions you may have. The meeting will take place immediately following practice, and pizza will be provided at no charge. Siblings are welcome to attend.

Hope to see you all at the games and do introduce yourselves.

Sincerely,

Preseason Parent Meeting Agenda

1. Sport Philosophy
 - a. P4A philosophy
 - b. SHSAA philosophy
2. Review your coaching philosophy on:
 - a. Competition: Where is winning on your list of priorities?

- b. Participation: How will you decide on playing times?
 - c. Academics: How important is it that your student athletes succeed in class?
 - d. Communicating: Text or social media.
3. Discuss the requirements of the student athlete regarding:
- a. Fees and special equipment: What does participation cost?
 - b. Attendance: When and where are practices and games? What happens if players don't attend?
 - c. Diet and nutrition: Provide information on eating habits before, during, and after matches; hydrating; and current information on banned substances and nutritional supplements.
 - d. Code of conduct: Discuss disciplinary procedures for violations.
4. Discuss parent participation, including issues such as:
- a. Transportation: Are parents responsible for getting their kids to and from practices and games? Are there any specific forms that need to be signed?
 - b. Attendance: Ask parents to come to games to cheer on the team whenever possible.
 - c. Discussions with the coach: Let them know you'll gladly deal with their concerns at the proper place and time—and that during or after practice or a game is not the proper time.
 - d. No criticism of officials: Their job is tough enough and they do their best.
 - e. Scheduling conflicts: Ask parents to alert you well in advance.
5. Discuss parent sportsmanship, including issues such as:
- a. Cheering: Parents should cheer only successful plays, and should cheer opposing players when they deserve it, though favoritism is expected. Negative comments at either team are never appropriate.
 - b. Instructing: Ask parents not to do it. Leave the coaching to the coach.
 - c. Discussions with kids: Tell parents to talk sportsmanship and skill development as well as scores, and to congratulate kids when they do well in all of these areas.
 - d. Role-modeling: Ask parents to model ethical and sportsmanlike behavior for their kids at all times.

- e. Self-enforcement: Ask them to police their own behavior and to regulate each other at games.
6. Distribute Codes of Conduct for Parents and Athletes and have everyone sign it.
- a. Have parents fill out all appropriate conduct, permission, transportation, and medical forms.

OPTIONAL Team Budget: Meath Park Public School

Meath Park Public School Athletics – Activity Budget

Activity: _____

School Contact _____

Income

User Fees: _____ × _____ = _____

Fundraising _____

Total: _____

Expenses

League Fees _____

Tournaments _____

Official Fees _____

Transportation _____

Supplies (First Aid) _____

Coaches Meals _____

Coaches Accommodations _____

Total: _____

Balance: _____

- Please inform parents that user fees will cover some transportation, league fees, tournament fees, official fees, uniform usage, first aid supplies, and travel fees.
- A proposed budget must be handed in to school administration 30 days before a sport’s first tryout or practice session.

commercial sources of transportation are not available and when the principal deems the former mode of transportation unsuitable.

2. The board cannot place primary insurance on a vehicle that it does not own, rent, or lease. A minimum personal liability insurance coverage of \$2,000,000 must be carried on each private vehicle used to transport students on school-approved trips.
3. A parental consent form signed by the parents must be obtained for each student to be transported by private motor vehicle. One consent form may cover a series of trips.
4. No student, irrespective of age, may drive a private vehicle transporting other students to school-sponsored activities during school hours or as school representatives, without additional written permission from their parents.
5. Students representing their school at extracurricular activities (i.e., sports, debates, drama) shall be transported in school-approved transportation, by their own parents, or by themselves with parental permission. Parents shall advise the principal in advance of the activity if the student is not traveling with the rest of the students. Students who disregard this provision shall be prohibited from participating in the activities.
6. The number of persons transported in any one private vehicle may not exceed the insured passenger capacity rating of that vehicle (i.e., the number of seatbelts provided in the vehicle).
7. All drivers transporting students in private vehicles shall provide the principal/designate with a copy of a valid driver's license and a signed application for driver authorization.
 1. Volunteer drivers are to follow and support school policies that have been developed for student and staff conduct. If any question of policy or conduct arises, the volunteer agrees to accept the decision of the teacher advisor who is responsible for the trip.
 2. All volunteers agree to refrain from the use of alcohol, banned substances, and tobacco products. Smoking is not permitted in private vehicles that are used for student transportation.

3. It is the responsibility of the principal to review all pertinent policies with the volunteer driver prior to the planned departure. All participants on school-sponsored travel must acknowledge the school policies and rules that apply during a regular school day.
4. Parents may only transport students, other than their own children, if the principal has designated them to be school-approved transportation.

**Student Transportation in Private Vehicles
Parental Consent Form**

Saskatchewan Rivers Public School Division Administrative Procedure 558, Transportation in Private Vehicles requires a parental consent form be completed when private vehicles are used for transportation.

Declaration:

I _____ Parent/Guardian of _____ hereby give permission for my son/daughter to be transported in a private vehicle.

Signature of Parent (or) Guardian

Date

Principal's Signature

Date

Consent and Authorization:

I have read and understand all of the information and consent form. I consent to the participation of my child in all team activities. I give consent for my child to accompany the team as a member on out-of-town trips and will not hold the school responsible in case of accident or injury whether it is en route to or from another school, practice, competition, or any school event. If I cannot be reached in the event of an emergency, I also give consent and authorize the school to obtain medical care as is reasonably necessary for the welfare of my child if he/she is injured in the course of school activities.

Parent/Guardian Signature

Application for Automobile Driver Authorization

School Name: _____ School Year: 20____-20____

Driver's Name: _____

Driver's Address: _____ Telephone: _____

Driver's License Number: _____ Class: _____ Expiry Date: _____

Vehicle: _____ Second Vehicle (if any): _____

#1	Make	Model	Capacity	#2	Make	Model	Capacity
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Plate #: _____ Plate Expiry: _____

Plate #: _____ Plate Expiry: _____

Vehicle Owner's Name: _____ Telephone: _____

Vehicle Owner's Address: _____ Postal Code: _____

Insurance on Vehicle (package policy): _____

Company: _____ Policy: _____

Agent: _____ Liability Limit: \$ _____

Commitments:

I agree to abide by the requirements of the Highway Traffic Act and the applicable Traffic Bylaws while acting as a volunteer driver for school functions. I undertake to report to the school principal all incidents and any suspension of my license or change in my insurance status which may occur after the date of this authorization while it remains in force (i.e., current school year).

I agree to operate the automobile referred to herein in a safe manner, to drive in accordance with the Highway Traffic Act, to limit the number of passengers to the number of seat belts that are usable and to comply with the directions of teachers or agents of the Board of Education.

I accept the foregoing undertakings and certify that the information contained in this application is accurate to the best of my knowledge:

Driver: _____

Vehicle Owner: _____

Parent/Guardian (if driver is under 18 years of age): _____

Notes: Applications can be approved only when the driver possesses a valid driver's license.

FOR OFFICE USE ONLY:

The above named driver is authorized to drive for the school during the current school year. The help is appreciated.

Signature of Principal (or Vice Principal): _____ Date: _____

Saskatchewan High Schools Athletic Association Health Certificate and Parents' Permission Form

Date: _____

To whom it may concern:

I am satisfied that my son/daughter, _____, is in good health to take part in strenuous activities. He/she has my permission to participate in those physical activities and sports conducted by _____ (school name). I also agree with the need to have my son/daughter examined by a physician following an illness or injury to re-establish the bill of good health, and that this or any other medical examination is my sole responsibility.

(Please check the category or individual sports below)

He/she can take part in

All Sports

Or only the following:

Badminton

Golf

Basketball

Soccer

Cross-Country

Track & Field

Curling

Volleyball

Football

Wrestling

(For our reference, please complete)

Student Name:	Family Physician:	Parent Signature:
Grade:	Address:	Name:
Age:	Phone:	Address:
Birth Date:	Hospitalization No.	Phone:
This form is to be returned to the school and kept on permanent record file for future reference.		M.S.I. or G.M.S.

(A parent or guardian must complete this side)

1. Past history (Check if yes, and year if possible):

- | | |
|---|---|
| <input type="checkbox"/> TONSILLITIS | <input type="checkbox"/> BRUISE EASILY |
| <input type="checkbox"/> PNEUMONIA | <input type="checkbox"/> MUMPS |
| <input type="checkbox"/> SCARLET FEVER | <input type="checkbox"/> INFLUENZA |
| <input type="checkbox"/> EPILEPSY | <input type="checkbox"/> POLIOMYELITIS |
| <input type="checkbox"/> HIGH BLOOD
PRESSURE | <input type="checkbox"/> TUBERCULOSIS |
| <input type="checkbox"/> KIDNEY DISEASE | <input type="checkbox"/> RECURRENT BOILS |
| <input type="checkbox"/> RHEUMATISM | <input type="checkbox"/> HERNIA |
| <input type="checkbox"/> BLEEDING DISORDER | <input type="checkbox"/> TETANUS – Year Booster |
| | <input type="checkbox"/> Other Diseases |

2. Previous Surgery: _____

3. Previous Injuries (sprains, strains, fractures, torn muscles, ligament injuries, dislocations). If yes, check below and describe:

- | | |
|--|--|
| <input type="checkbox"/> SKULL: Fracture | <input type="checkbox"/> ELBOW |
| <input type="checkbox"/> “Knock Outs” /
Concussions | <input type="checkbox"/> FOREARM |
| <input type="checkbox"/> FACE INJURY: | <input type="checkbox"/> WRIST |
| <input type="checkbox"/> Eye | <input type="checkbox"/> HAND |
| <input type="checkbox"/> Ear | <input type="checkbox"/> PELVIS |
| <input type="checkbox"/> Nose | <input type="checkbox"/> HIP |
| <input type="checkbox"/> SPINE: | <input type="checkbox"/> UPPER LEG |
| <input type="checkbox"/> Neck | <input type="checkbox"/> KNEE |
| <input type="checkbox"/> Lower Back | <input type="checkbox"/> LOWER LEG |
| <input type="checkbox"/> SHOULDER | <input type="checkbox"/> ANKLE |
| <input type="checkbox"/> UPPER ARM | <input type="checkbox"/> FOOT |
| | <input type="checkbox"/> CHEST and RIBS |
| | <input type="checkbox"/> ABDOMINAL (stomach) |

4. Remarks: _____

Mustang Mantra

All Mustang athletes need to have one thing in mind when they get involved in sport: How do I make myself a better person? If you strive to be the best you can at these seven ideas, you will become a better person. In turn, your team will become better and you will see positive change.

Character

Have the ability to do what is right, even if it does not benefit you.

Role Model

Understand that when you accept a position on this team, for whatever reason, that you are also accepting the responsibility to be a leader and role model for others on the team, in the school, and in the community.

Inspirational

By showing others how hard you are willing to work, you can and will inspire them to become better at what they do.

Responsible

Being a teammate means you need to take care of yourself as well as others around you. You are responsible for the well-being of yourself and your team throughout the season, whether you are on the court or not.

Integrity

Being honest with yourself and others around you will build relationships and trust that is a key factor in becoming a better teammate, classmate, and person.

Leadership

Effective leaders practice and become good at influencing others' behavior by changing their own.

Discipline

Finding the ability to maintain focus through tough times and push yourself when you have nothing left to give will allow you to go

places you never thought you could. Stay disciplined to the task at hand and push beyond your limits.

A final idea that must always be kept in mind is the following...

Failure

Failure is not only an option, it is also a requirement. Without failure, you will not understand success and you will not understand how to achieve it.

Trust will always defeat Fear.